

**Orange County Library System
Board of Trustees Meeting**

Board Packet for February 2025



STEVEN POWELL Library Director/Chief Executive Officer

February 7, 2025

To: Crockett Bohannon, President
 Nicole Benjamin, Vice President
 Ashley Cisneros Mejia, Trustee
 Sharon Smoley, Trustee
 Venessa Tomlin, Trustee

cc: The Library Governing Board:
 The Honorable Mayor Jerry Demings, Chairman of the Library Governing Board,
 Members of the Governing Board, Commissioners Nicole Wilson, Christine
 Moore, Mayra Uribe, Maribel Gomez Cordero, Kelly Martinez Semrad, Michael
 Scott, Orange County; and Stephanie Herdocia, City of Orlando.

From: Steve Powell, Library Director / C.E.O.

Re: Library Board of Trustees Meeting

The next meeting of the Library Board of Trustees will be at 6:00 p.m. on February 13, 2025 at the Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801.

If any board member has an item to be brought up for discussion, please call Milinda Neusaenger prior to the meeting, 407.835.7611.

cc: Racquel Asa-Ching - Liaison, Nominating Board ~ City of Orlando

AGENDA
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES

February 13, 2025 ~ 6:00 p.m.

Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801

- 25-013 I. **Call to Order**
- 25-014 II. **Public Comment Policy & Procedures**
- 25-015 III. **Approval of Minutes: January 9, 2025 Library Board of Trustees Meeting**
- 25-016 IV. **Staff Presentation: Adult Services – Vanessa Neblett**
- 25-017 V. **Financial Statements and Summaries:
September FY 2024 – Final
January 2025**
- 25-018 VI. **Dashboard: January 2025 – Sara Gonzalez**
- 25-019 **Strategic Plan: January 2025 – Sara Gonzalez**
- 25-020 VII. **Action Items: Consent Agenda**
- 25-021 Orlando Public Library Exterior Lighting Upgrade: Kris Shoemaker
- 25-022 Southwest Author Event Request to Serve Alcohol: Leasha Tavernier
- 25-023 **Action Items: Non-Consent Agenda – None**
- 25-024 VIII. **Discussion and Possible Action Items**
- 25-025 IX. **Information**
- 25-026 Director's Goals: 1st Quarter Update: Sharon Smoley
- 25-027 Director's Report
- 25-028 Annual Comprehensive Financial Report FY 2023 - 2024
- 25-029 **Public Comment: Non-Agenda Items**
- X. **Adjournment**

Next Meeting Dates:

March 13, 2025: Orlando Public Library, 101 East Central Boulevard, Orlando, Florida 32801
April 10, 2025: Orlando Public Library, 101 East Central Boulevard, Orlando, Florida 32801

Section 286.0105, Florida Statutes, states that if a person decides to appeal any decision made by a board, agency, or commission with respect to any matter considered at a meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

La Sección 286.0105 de los Estatutos de la Florida establece que si una persona decide apelar cualquier decisión tomada por una junta, agencia o comisión con respecto a cualquier asunto considerado en una reunión o audiencia, necesitará un registro de los procedimientos y que, para tal fin, es posible que deba

asegurarse de que se haga un registro literal de los procedimientos. cuyo expediente incluye los testimonios y las pruebas en que se basará la apelación.

Seksyon 286.0105, Lwa Florida, deklare ke si yon moun decide fè apèl kont nenpòt desizyon ki te pran pa yon tablo, ajans, oswa komisyon ki gen rapò ak nenpòt pwoblèm konsidere nan yon reyinyon oswa yon odyans, li pral bezwen yon dosye sou pwosedi yo, e ke, pou rezon sa yo, li ka bezwen asire ke yon dosye vèbal nan pwosedi yo fèt, ki dosye gen ladan temwayaj ak prèv ki montre apèl la dwe baze.

Orange County does not discriminate on the basis of race, color, national origin, sex, age, religion, disability or family status. Those with questions or concerns about nondiscrimination, those requiring special assistance under the Americans with Disabilities Act (ADA), and those requiring language assistance (free of charge) should contact the Title VI/Nondiscrimination Coordinator at access@ocfl.net or by calling 3-1-1 (407-836-3111). If you are hearing or speech impaired, you may reach the phone numbers above by dialing 711.

El Condado de Orange no discrimina por motivos de raza, color, origen nacional, sexo, edad, religión, discapacidad o situación familiar. Aquellos que tengan preguntas o inquietudes sobre la no discriminación, aquellos que requieran asistencia especial según la Ley de Estadounidenses con Discapacidades (ADA) y aquellos que requieran asistencia lingüística (gratuita) deben comunicarse con el Coordinador de No Discriminación/Título VI en access@ocfl.net o llamando 3-1-1 (407-836-3111).

Si tiene problemas de audición o del habla, puede comunicarse con los números de teléfono anteriores marcando 711.

Orange County pa fè diskriminasyon sou baz ras, koulè, orijin nasyonal, sèks, laj, relijyon, andikap oswa sitiyaasyon fanmi. Moun ki gen kesyon oswa enkyetid konsènan non diskriminasyon, moun ki bezwen asistans espesyal dapre Lwa Ameriken andikape yo (ADA), ak moun ki bezwen asistans nan lang (gratis) ta dwe kontakte Kowòdonatè Tit VI/Nondiscrimination nan access@ocfl.net oswa lè yo rele 3-1-1 (407-836-3111). Si w gen pwoblèm pou tande oswa pou w pale, ou ka kontakte nimewo telefòn ki anwo yo lè w konpoze 711.

**Orange County Library System
Board of Trustees Meeting
February 13, 2025**

Call to Order

**Orange County Library System
Board of Trustees Meeting
February 13, 2025**

Public Comment Policy

**ORANGE COUNTY LIBRARY SYSTEM
Public Comment and Conduct of Meetings Policy and Procedures**

Effective Date: October 1, 2013 (Approved by the Board of Trustees on September 11, 2013)

Objective: The objective of this policy is to establish standard procedures to ensure an opportunity for broad public participation in decision-making.

Policy Statement: It is the intent of this policy that the deliberations and actions of the Board of Trustees of the Orange County Library System (“OCLS”) be conducted and taken openly in order that the public and relevant stakeholders may be fully informed and intelligently advised as to the conduct of public business by the Board of Trustees.

Definitions: For the purpose of this policy, the following definitions shall prevail:

1. A “meeting” is a gathering of a quorum of the membership of the Board of Trustees, or any board or commission of OCLS for the purpose of receiving information relating to public business, or for discussion of public business, or for official action upon a proposition related to public business.
2. A “regular meeting” is a meeting held pursuant to a schedule of such meetings as approved by a board or commission to conduct public business or otherwise discuss or act upon matters of public interest.
3. A “special meeting” is any meeting other than a regular meeting held by a board or commission. A “special meeting” is held for the purpose of addressing matters requiring the immediate attention of a board or commission or for the purpose of addressing matters which the board or commission has determined are best addressed at a special meeting. When a special meeting is called, the presiding officer of the board or commission shall specifically state the purpose of the meeting and the board or commission shall address only those matters for which the meeting was called.
4. A “board or commission” shall refer to the Board of Trustees of OCLS and any other board or commission now existing or created in the future by the Board of Trustees or OCLS.
5. The “presiding officer” shall mean, in the case of the Board of the Directors the chair and in all other cases shall be the chair of a particular OCLS board or commission.
6. “Board of Trustees” shall refer to the Board of Trustees of OCLS.

Meetings:

1. Location. All meetings of the Board of Trustees and any other board or commission shall be held in a suitable location and shall be open to the public as required by law. The only exception to the requirement that meetings be open to the public shall be an executive session scheduled for those purposes expressly recognized by law.
2. Regular Meetings. The Board of Trustees and the other boards and commissions shall hold regular monthly meetings as designated by the Board of Trustees or the other boards and commissions.

Public Notice. OCLS shall give public notice of the schedule of meetings and shall state the dates, times and places for such meetings. Public notice of any special meeting or of any reconvened meeting shall be given before such meeting. Public notice shall be given by posting the date and time of the meetings on the OCLS website, the public bulletin boards at all OCLS locations and the Orange County Administration Building. Notice will also be published in the Orlando Sentinel as required by Section 189.417 of the Florida Statutes.

Conduct of Meetings:

1. The presiding officer shall preserve order and decorum at all meetings.
2. When considering matters upon which the board or commission will take action the presiding officer shall receive comments from the public.
3. During any board or commission meeting, board and commission members shall maintain order and decorum.
4. OCLS staff and citizens must be recognized by the presiding officer before speaking or asking questions. The purpose of this requirement is so that there is order and so that the recording equipment will properly record all comments made by individuals wishing to comment on a specific subject.
5. All comments must be made from the podium which is located in the OCLS meeting room or by other reasonable accommodations in any other location in which a board or commission meeting is held, and shall address the subject of the agenda item. Individuals that appear before any board or commission are required to state their legal name and their actual address for the public record. The purpose of this requirement is so that they are properly reflected in any board or commission minutes and are available for future reference.
6. As a board or commission considers consent agenda items, emergency items, items involving official acts that involve no more than a ministerial act, approval of minutes, ceremonial proclamations and other similar items, the presiding officer may, at his discretion, or at the direction of a majority of the board or commission, accept comments from those in attendance.

Public Participation and Comment: In order to comply with Section 286.0114 of the Florida Statutes, OCLS hereby establishes a Public Comment Policy applicable to all boards and commissions to allow members of the public an opportunity to address boards and commissions. In addition to public hearings, a special time is hereby set aside at all board and commission meetings for the purpose of receiving comments and suggestions from members of the public. All comments made during any Public Comment period shall be subject to the following procedures:

1. OCLS allocates up to 30 minutes at the end of each board or commission meeting for citizens who wish to appear before that board or commission to make a request of that board or commission, voice a complaint or concern, express an opinion, or for some other type of recognition. The presiding officer will divide the time equally between all who have signed up to speak; but in no case may a citizen speak longer than three minutes. A Public Comment period not to exceed 30 minutes will be held during any board or commission meeting. The presiding officer may permit additional time to a given speaker on a case-by-case basis.
2. Public comments of items listed on the agenda will occur just prior to the Board's discussion and action of the agenda item. Public comments of items not listed on the agenda will occur at the end of the meeting agenda.
3. When a board or commission considers matters during a public meeting upon which it will take action, no action shall be taken until the presiding officer requests and receives comments from the public.
4. Persons who wish to make a statement during the Public Comment period will register on a Notice of Intent to Speak Form which will be available 30 minutes before the start of the meeting. Information

included on the Notice of Intent to Speak forms will be included in the Board Meeting Minutes and thus become public record. No one will be allowed to have his or her name placed on the list by telephone request to OCLS staff.

5. Each person who signed up to speak will have up to three minutes to make his or her statement. Speakers will be acknowledged by the presiding officer in the order which the Notice of Intent to Speak Form was received by the Board of Trustee's administrative assistant. Speakers shall address that board or commission from the podium, and not approach that board or commission or OCLS staff. Speakers will begin their statement by first stating their legal name and actual address.
6. Statements are to be directed to the board or commission as a whole, and not to individuals. Public comment is not intended to require a board or commission to provide an answer to the speaker. Discussions between speakers and members of the audience will not be allowed.
7. Speakers will be courteous in their language and presentation.
8. Only one speaker will be acknowledged at a time. In the event a group of persons supporting or opposing the same position desires to be heard, in the interest of time, a spokesperson shall be designated to express the group's concerns. Likewise, in the event the number of persons wishing to attend the hearing exceeds the capacity of the meeting place, one or more delegates shall be selected to speak on behalf of each group. If the time period expires before all persons who have signed up get to speak, those names will be carried over to the next Public Comment period, or if the presiding officer consents, these comments can be heard at that meeting.
9. Any action on items brought up during the Public Comment period will be at the discretion of that board or commission. No board or commission will take any action on subject matter for which it has not had the opportunity to fully investigate and gather complete information.
10. These same rules shall apply to all boards and commissions.

Decorum: The presiding officer shall preserve strict order and decorum at all meetings.

1. In conducting business, boards and commissions are committed to the principles of civility, honor, and dignity. Individuals appearing before boards and commission are requested to observe the same principles when making comments on items and issues presented to a given board or commission for its consideration.
2. Staff members and citizens are required to use proper language when addressing a board or commission or the audience. Staff members and citizens shall not use profanity or cursing, aggressive or threatening behavior when addressing the board or commission or other participants. All comments are directed to the presiding officer and not to individual members of the board or commission or to the audience. No personal verbal attacks toward any individual will be allowed during the conduct of a board or commission meeting. The presiding officer may have individual(s) removed from the podium and/or meeting chambers if such conduct persists after a warning has been issued.
3. All members of a board or commission shall accord the utmost courtesy to each other, staff, and the public members appearing before the board or commission and shall refrain at all times from rude and derogatory remarks, reflections as to integrity, abusive comments and statements as to motives and personalities. During board or commission meetings, cell phones are to be turned off or silenced. Use of cell phones by board or commission members and staff for talking, texting, emailing or otherwise will not be allowed during meetings while at the dais, except for emergency communications, research, or during breaks.

Waiver of Rules: The board or commission may, at any time, waive all or a portion of these rules of procedure during the course of a meeting. Provided however, that any such waiver shall only be done upon a motion and majority approval of the waiver by members of the board or commission present and voting. Such waivers shall

only be granted to insure the protection of the right of members of the public to be given a reasonable opportunity to be heard before a board or commission takes official action on a proposition.

Training: Periodic training for Sunshine Law requirements will be scheduled by OCLS for board and commission members.

Penalties: Any action taken at a meeting not open to the public, whether intentional or unintentional, is void. The law provides penalties for not complying with the Sunshine Law including criminal penalties, removal from the board position, fines up to \$500, and an award of reasonable attorney's fees against the board found to have violated the Sunshine Law.

**Orange County Library System
Board of Trustees Meeting
February 13, 2025**

**Approval of Minutes:
January 9, 2025 Library Board
of Trustees Meeting**

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES

January 9, 2025 ~ 6:00 p.m.

Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801

Library Board Present: Crockett Bohannon (1/0); Nicole Benjamin (3/1 – City); Ashley Cisneros Mejia (3/0 – City); Venessa Tomlin (1/0)

Library Board Absent: Sharon Smoley (1/1)

Administration Present: Steve Powell; Bethany Stone; Kris Shoemaker; Yvonne Hartley; Danielle King; Lynette Schimpf; Leasha Tavernier; Erica Grant; Erin Sullivan; Milinda Neusaenger;

Administration Absent: Sara Gonzalez

- 25-001 I. **Call to Order**
 President Bohannon called the meeting to order at 6:00 p.m.
- 25-002 II. **Public Comment Policy & Procedures**
- 25-003 III. **Approval of Minutes: December 12, 2024 Library Board of Trustees Meeting**
 Trustee Cisneros-Mejia, seconded by Trustee Tomlin, moved to approve the minutes for the December 12, 2024 Board of Trustees Meeting. Motion carried 3-0.
 Vice President Benjamin arrived at 6:02 p.m.
- 25-004 IV. **Staff Presentation: Branch Highlights ~ Deborah Aponte & Jorge Santiesteban**
- 25-005 V. **Financial Statements and Summaries: December 2024**
 CFO Shoemaker reviewed the financial reports for December, and he reported on the ongoing branch projects. He informed the Board that the costs for the projects to date are as follows:
 Horizon West: 12.5% of the budget
 Lake Nona: 4.6% of the budget
 North Orange: 36.6% of the budget
 He also reported that the North Orange branch project is complete, and the branch is open.
- 25-006 VI. **Dashboard: December 2024 – Erica Grant**
 The door count is down by 2%, but card registrations are up by 4% and checkouts are up 5%. These are encouraging numbers, especially since two of our branches had short closures for planned maintenance. The Chickasaw Branch was closed on December 16, and the Southwest Branch was closed from December 2–5.
 Staff are thrilled to celebrate a significant milestone in digital circulation. This year, the library exceeded the OverDrive goal of 2.6 million checkouts, closing 2024 with a total of 2,634,583 checkouts. Last year's total was 2,269,380, which is an impressive 16% increase in annual usage.
 For events and classes, offerings were down 2%, from 2,033 last year to exactly 2,000 this year. One will notice that the Dashboard shows the total is down, but the

numbers look identical. That is because the numbers are rounded for readability. Attendance, however, dropped by 12%. While a holiday dip is not unusual, two specific factors contributed to the decline.

First, there was the conclusion of the food box distribution program in partnership with Second Harvest Food Bank. This program, which began in April 2023, operated at five branches—South Trail, Chickasaw, Fairview Shores, North Orange, and Hiawassee. Originally intended as a summer initiative, it was extended three times due to its success. Unfortunately, the program ended on November 26, 2024, when additional funding was unavailable. Its conclusion impacted attendance this December and there will likely be an impact for the rest of the year.

Second, the new strategic plan has shifted branch focus away from offering as much take home passive programming. In place of passive programming, staff are offering more interactive programming like scavenger hunts and contests. While there was a slight dip in attendance, this engaging programming has allowed staff to build meaningful relationships and strengthen connections with the community.

This month, the spotlight is on the user ratings, and customer feedback has been overwhelmingly positive. The Mystery Shopper score averaged 98%, a testament to the stellar customer service provided by staff across all locations. The Net Promoter Score averaged 92%, showing that the majority of customers are enthusiastic about recommending our programs to family and friends.

Below is a comment from a customer about the home delivery service. They wrote, *“We’ve discovered the home delivery service and love it. It’s such a great benefit to the library. Thank you!”* Comments like this and the December numbers reflect the dedication of the staff and the positive impact they continue to make in the community.

25-007 VII. **Action Items: None**

25-008 VIII. **Discussion and Possible Action Items**

25-009 IX. **Information**

25-010 **Strategic Plan Update FY 2025 – 1st Quarter Update: Erin Sullivan**

Chief Marketing and Public Relations Officer Sullivan highlighted some of the latest progress of the Strategic Plan:

Be Welcoming:

A new book drop has been installed at the Fashion Square Mall, the Main drive-up window has reopened, and the Rules of Conduct have been streamlined.

Be Connected:

Marketing has been implemented to support e-book checkouts, health/wellness and educator/school partnerships are continuing to grow, and contests and challenges have been implemented to engage customers.

Be Forward-Thinking:

Staff are establishing better data-gathering strategies, and technology enhancements will be used that align with customer habits.

Be Empowered:

The Employee Enrichment Experience program has been revived, there has been an increase in Friends of the Library staff scholarship funding, and a new IT ticketing system is in place.

25-011

Director's Report

On January 24, the first Lillian Louse Pharr author series event takes place at Dr. Phillips Center for the Performing Arts. The event is underwritten by the Friends of the Orange County Library System, which received a million-dollar bequest from the estate of local tennis champion Roger Pharr, who requested that the funds be used to support literacy initiatives named after his mother. The author featured for the first event is John Green, whose book *The Fault in Our Stars* debuted at No. 1 on the New York Times bestseller list. Green is also a YouTuber and a philanthropist whose Project for Awesome, created with his brother Hank, has raised more than \$10 million for humanitarian, grassroots charities worldwide.

The Friends are also winding up their end-of-year appeal, a project that helps them raise funds to support the library. This year's appeal goal was \$35,000, and as of January 2, the Friends had raised approximately \$33,000. The appeal stays open for a few more weeks, as late checks and donations continue to come in during January, and they expect to meet or exceed their goal.

On Tuesday, December 17, OCLS participated in an event at Sally Ride Elementary School during which students spoke directly with Sunita Williams, an astronaut on the International Space Station. The school was one of nine in the nation given the opportunity to contact the space station, and Trustee Ashley Cisneros-Mejia asked OCLS to partner with the school to support the event. During November and December, the Community Engagement Department offered space-themed storytimes and events at Sally Ride leading up to the December 17 astronaut chat, and the event was live-streamed at some of the branches.

The library participated once again in the Orange County Mayor's Annual Toy Drive this holiday season. The drive wrapped up and the more than 1,000 toys collected were distributed by the county to families in need during the holiday season.

Finally, WKMG Channel 6 visited the Southwest Branch recently to talk with librarian Sandy Mayer about a unique book club she hosts not inside the library, but outdoors at Bill Frederick Park. Crystal Moyer's story about the Nature Walk Book Club, aired on December 18.

<https://www.clickorlando.com/news/local/2024/12/18/love-reading-nature-this-florida-book-club-takes-the-library-outdoors/>

25-012

Public Comment: Non-Agenda Items**X. Adjournment**

Trustee Cisneros-Mejia, seconded by Trustee Tomlin, moved to adjourn the meeting. Motion carried 4-0. President Bohannon adjourned the meeting at 6:51 p.m.

Next Meeting Dates: February 13, 2025 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 --- March 13, 2025 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801

Florida Statutes section 286.0105: If any person desires to appeal any decision with respect to any matter considered at a Library Board of Trustees meeting, such person will need a record of the proceedings; for this purpose, such person may need to ensure that a verbatim record of the proceedings is made to include the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act, any person requiring special accommodations to participate in this proceeding due to a disability as defined by ADA may arrange for reasonable accommodations by contacting the Director's Office on the fifth floor of the Main Library in person or by phone at 407.835.7611 at least two days prior to the meeting.

**Orange County Library System
Board of Trustees Meeting
February 13, 2025**

Staff Presentation

**Orange County Library System
Board of Trustees Meeting
February 13, 2025**

**Financial Statements
& Summaries**

September FY 2024 Final Report

**ORANGE COUNTY LIBRARY DISTRICT
OPERATING FUND REVENUE SUMMARY
Twelve Months Ended September 30, 2024
Final**

	ANNUAL BUDGET	YTD ACTUAL	(12 months= 100.0%)
AD VALOREM TAXES	68,400,000	68,992,498	100.9%
INTERGOVERNMENTAL			
State & Federal Grant	675,000	95,191	14.1%
State Aid	200,000	616,683	308.3%
City Grants	-	7,500	-
CHARGES FOR SERVICES			
Fee Cards	75,000	183,293	244.4%
PC Pass (\$10 for 7 days)	1,000	-	0.0%
PC Express (\$1 for 1 hour)	500	2,845	569.1%
Classes	1,000	630	63.0%
Meeting Rooms	30,000	53,591	178.6%
Faxes	10,000	23,389	233.9%
Ear Buds & Jump Drives	1,500	2,963	197.5%
Bag Sales	1,000	3,540	354.0%
Copy & Prints	75,000	226,711	302.3%
Passport Facility & Photo Fees	12,000	12,165	101.4%
Other	500	44,610	8922.0%
	<u>207,500</u>	<u>553,737</u>	<u>266.9%</u>
FEES & LOST MATERIALS	25,000	77,415	309.7%
MISCELLANEOUS			
Investment Earnings	163,000	3,520,907	2160.1%
Sales of Surplus Property	2,000	9,276	463.8%
Contributions - Friends of Library	85,000	112,291	132.1%
Contributions - Others	50,000	58,458	116.9%
Internet Rebate	75,000	228,042	304.1%
Grants & Awards	20,000	65,110	325.5%
Miscellaneous	75,000	38,482	51.3%
	<u>470,000</u>	<u>4,032,566</u>	<u>858.0%</u>
TRANSFER FR PROP APPRAISER	32,000	106,293	332.2%
TRANSFER FR TAX COLLECTOR	<u>546,500</u>	<u>725,068</u>	<u>132.7%</u>
TOTAL REVENUES	<u><u>70,556,000</u></u>	<u><u>75,206,951</u></u>	<u><u>106.6%</u></u>

**ORANGE COUNTY LIBRARY DISTRICT
OPERATING FUND EXPENDITURE SUMMARY**

Twelve Months Ended September 30, 2024

Final

	ANNUAL BUDGET	YTD ACTUAL	(12 months= 100.0%)
SALARIES & BENEFITS			
Salaries	26,175,000	23,477,781	89.7%
Medicare Taxes	400,000	333,829	83.5%
Defined Contribution Pension Plan	1,975,000	1,760,836	89.2%
Defined Benefit Pension Plan	1,925,000	1,250,000	64.9%
Money Purchase Pension Plan	1,675,000	1,466,019	87.5%
Life and Health Insurance (Employees)	4,350,000	3,559,157	81.8%
Worker's Compensation	130,000	124,036	95.4%
Unemployment Compensation	50,000	29	0.1%
Retiree Health Care (OPEB)	675,000	310,798	46.0%
Parking & Bus Passes	275,000	251,259	91.4%
	<u>37,630,000</u>	<u>32,533,744</u>	<u>86.5%</u>
OPERATING			
Professional Services	450,000	284,919	63.3%
Other Contractual Services	2,585,700	2,318,448	89.7%
Other Contract. Serv.- Janitorial	460,000	422,389	91.8%
Training and Travel	150,000	116,259	77.5%
Telecommunication	612,800	421,868	68.8%
Delivery and Postage	1,500,000	1,297,863	86.5%
Utilities	1,050,000	915,895	87.2%
Rentals and Leases	1,570,000	1,321,743	84.2%
Insurance	750,000	648,343	86.4%
Repairs and Maintenance/Leasehold Improvements	1,775,000	1,302,679	73.4%
IT Subscriptions/Maintenance Contracts	1,625,000	1,312,696	80.8%
Copying/Printing	355,000	312,869	88.1%
Promotional Activities	500,000	421,134	84.2%
Property Appraiser's Fee	715,000	685,835	95.9%
Tax Collector's Fee	1,380,000	1,357,188	98.3%
Supplies	1,246,500	579,970	46.5%
Supplies-Hardware/Software	700,000	72,628	10.4%
Supplies-Programming	-	273,730	-
Memberships	17,500	29,954	171.2%
	<u>17,442,500</u>	<u>14,096,410</u>	<u>80.8%</u>
CAPITAL OUTLAY			
Building and Improvements	3,250,000	1,757,244	54.1%
Equipment and Furniture	844,500	283,953	33.6%
Hardware/Software	1,275,000	489,906	38.4%
	<u>5,369,500</u>	<u>2,531,103</u>	<u>47.1%</u>
LIBRARY MATERIALS			
Materials - Restricted Contributions	14,000	43,010	307.2%
Materials - Other	5,100,000	5,487,662	107.6%
	<u>5,114,000</u>	<u>5,530,672</u>	<u>108.1%</u>
TRANSFER TO CAPITAL PROJECTS FUND	4,500,000	13,000,000	288.9%
TRANSFER TO SINKING/EARR FUND	500,000	1,000,000	200.0%
TOTAL EXPENDITURES	<u>70,556,000</u>	<u>68,691,929</u>	<u>97.4%</u>

January 2025 Reports

Orange County Library System
FY 2024-25 Financial Statement Highlights
Four Months Ended January 31, 2025

Project Summaries:

Horizon West Branch Library: Project-to-date costs are \$4,143,100 or 15.2% of the \$27,275,000 approved project budget.

Lake Nona Branch Library: Project-to-date costs are \$1,184,281 or 4.6% of the \$25,965,000 approved project budget. Note: The City of Orlando is paying the construction portion of the cost (approximately \$20,183,864) up front and the Library will reimburse actual costs to the City within one (1) year after receiving the Certificate of Occupancy.

North Orange Remediation: Project-to-date costs are \$500,148 or 94.16% of the \$531,195 approved project budget. The project is complete and came in under budget.

Operating Fund Revenue & Expenditure Summaries:

Revenues:

Ad Valorem Taxes:

The Library budgeted \$73,425,000 for Ad Valorem Taxes in FY 2024-25 based on property tax values, a millage rate of 0.3748, and a 5% statutory deduction. So far this year, we have received \$34,559,660 or 47.1% of the budget, which is what we anticipated year-to-date as most taxpayers pay between November and March.

State Aid/ State and Federal Grants:

The Library budgeted \$665,000 for State Aid Revenues and \$130,000 for other State and Federal Grants in FY 2024-25, based on anticipated funding from the various agencies. We have received \$0 which is 0.0% of the budget.

Fee Cards:

The Library budgeted \$100,000 for Fee Card revenues for FY 2024-25. Through January, we received \$52,890 or 52.9% of budgeted revenue.

Meeting Rooms:

The Library budgeted \$30,000 for meeting room revenues for FY 2024-25. Through January, we received \$12,483 or 41.6% of budgeted revenues.

Faxes:

The Library budgeted \$15,000 for fax revenues and has received \$6,354 or 42.4% year-to-date.

Passport Facility & Photo Fees:

The Library budgeted \$12,000 for passport facility and photo revenues for FY 2024-25. Through January, we received \$6,245 or 52.0% of budgeted revenues.

Copy and Prints:

The Library budgeted \$180,000 for these services in FY 2024-25. We received \$57,461 or 31.9% of budget thru January which is slightly lower than anticipated.

Fees and Lost Materials:

Revenues from Fees and Lost Materials through January are \$18,751 or 39.1% of budget.

Investment Earnings:

As of the time of these reports, we have not received our January interest-earning statements. We will continue to monitor the investment markets with our investment advisors to ensure the principal of our funds are safe and secure.

Contributions-Other:

Through January we have received \$4,623 or 9.2% of the budget.

Internet Rebate:

Through January we have received \$-0- or 0.0% of the budget. This revenue is normally received in the last quarter of the fiscal year.

Transfer From Property Appraiser:

This account is used to record the reimbursement of unused funds from the Property Appraiser's Office for the previous fiscal year. The Library typically receives a one-time payment in the first quarter of the fiscal year. For FY 2024-25 we have received \$119,237 or 238.5% of the budget.

Transfer From Tax Collector:

This account is used to record our revenue share from the Tax Collector's Office. The Library typically receives this funding in the last quarter of the fiscal year. So far in FY 2024-25 we have received \$-0- or 0.00% of the budget.

Expenses:

Defined Benefit Pension Plan:

The Defined Benefit Pension Plan Expenditures are at \$500,000 or 26.3% of budget. The revised estimate based on the actuarial report indicates we will spend approximately than \$1.5 million for the account in FY 2024-25.

Worker's Compensation:

The Worker's Compensation Expenditures are at \$81,908 or 54.6% of budget. These costs are paid quarterly in advance.

Unemployment Compensation:

The Unemployment Compensation Expenditures are at \$246 or 0.4% of budget.

Delivery & Postage:

The Delivery and Postage Expenditures are at 28.7% of the budget, which is in line for the FY allocation.

Insurance:

The Insurance Expenditures are at 41.7% of budget, as a majority of the insurance policies renew in October and November and have to be pre-paid.

Property Appraiser Fees:

The expenditures in this category are at 49.1% of budget. These costs are paid quarterly in advance.

Supplies Hardware Software:

The expenditures in this category are at 1.3% of budget. This account is for any electronic-related purchase with a unit cost of less than \$1,000.

Supplies – Programming:

The expenditures in this category are at \$69,814. This account is for any supplies used for programming, mainly Summer At Your Library (SAYL) and Community Engagement. This account is a sub-set of the Supplies Account. The combined expenditure of Supplies and Supplies-Programming are 18.2% of the budget, which is on target.

Building Improvements Expense:

The Library budgeted \$9,000,000 for various building improvement projects such as the Main's Roof Replacement, OPL's Exterior Lighting Upgrade, OPL's Front Entrance Improvements, OPL's First Floor Renovation Design, Winter Garden Refresh, West Oaks HVAC Replacement and other system-wide improvements. The \$161,955 expended so far is primarily related to the First Floor Renovation Design, West Oaks HVAC Replacement and North Orange Remediation.

Horizon West Project Budget

Project Code 20-010	Vendor	Original Budget	Change Order	Revised Budget	FY 22 Actual	FY 23 Actual	FY 24 Actual	FY 25 Actual	Total Actuals	Variance
Demo Fund	Orange County	\$ 250,000	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ -	\$ 250,000	\$ -
Design Team	Borrelli & Partners	1,554,944	-	1,554,944	54,793	567,246	671,293	33,941	\$ 1,327,273	(\$227,671)
Pre-construction Consulting	H.J. High	117,961	-	117,961	2,050	26,398	89,513	-	\$ 117,961	\$ -
Permitting & Impact Fees	Orange County	1,500,000	-	1,500,000	8,450	-	60,074	84,333	\$ 152,857	(\$1,347,143)
Construction	H.J. High	18,300,000	-	18,300,000	-	-	412,550	1,196,989	\$ 1,609,539	(\$16,690,461)
Threshold & Other Testing	TBD	150,000	-	150,000	-	-	-	1,526	\$ 1,526	(\$148,474)
FF & E	TBD	1,752,095	-	1,752,095	-	-	-	-	\$ -	(\$1,752,095)
Opening Day Collection	TBD	1,250,000	-	1,250,000	-	-	-	\$ 206,044	\$ 206,044	(\$1,043,956)
Wildlife Mitigation	FWC & Others	650,000	-	650,000	-	-	477,900	-	\$ 477,900	(\$172,100)
Contingency		1,750,000	-	1,750,000	-	-	-	-	-	(\$1,750,000)
Project Costs		\$27,275,000	-	\$27,275,000	\$315,293	\$593,644	\$1,711,330	\$1,522,833	\$4,143,100	(\$23,131,900)

Lake Nona Project Budget
Expenditures As of 1-31-2025

Project Code 23-002	Vendor	Original Budget	Change Order	Revised Budget	FY 22 Actual	FY 23 Actual	FY 24 Actual	FY 25 Actual	Total Actuals	Variance
Payable to the City of Orlando										
Project Management Fee	City of Orlando	\$ 852,580	\$ -	\$ 852,580	\$ -	\$ -	\$ -	\$ -	\$ -	(\$852,580)
Design Team Building	Borrelli + Partners	1,424,697	-	1,424,697	-	246,059	470,222	-	716,281	(\$708,416)
Design Team Stage	Borrelli + Partners	500,000	-	500,000	-	9,188	18,813	-	28,000	(\$472,000)
Permitting & Impact Fees	City of Orlando	1,500,000	-	1,500,000	-	-	-	-	-	(\$1,500,000)
Construction	H.J. High	15,906,587	-	15,906,587	-	-	-	-	-	(\$15,906,587)
Total Payable to the City of Orlando		\$20,183,864	\$0	\$20,183,864	\$0	\$255,247	\$489,034	\$0	\$744,281	(\$19,439,583)
Library Direct Cost										
Advanced Rent To City	City of Orlando	\$440,000	\$ -	\$440,000	\$440,000	\$ -	\$ -	\$ -	\$440,000	\$ -
Threshold & Other Testing	TBD	150,000	-	150,000	-	-	-	-	-	(\$150,000)
FF&E	TBD	1,800,000	-	1,800,000	-	-	-	-	-	(\$1,800,000)
Opening Day Collection	Baker & Taylor	1,250,000	-	1,250,000	-	-	-	-	-	(\$1,250,000)
Wildlife Mitigation	FWC & Others	500,000	-	500,000	-	-	-	-	-	(\$500,000)
Contingency		1,641,136	-	1,641,136	-	-	-	-	-	(\$1,641,136)
Total Library Direct Cost		\$5,781,136	\$0	\$5,781,136	\$440,000	\$0	\$0	\$0	\$440,000	(\$5,341,136)
Total Project Costs		\$25,965,000	\$0	\$25,965,000	\$440,000	\$255,247	\$489,034	\$0	\$1,184,281	(\$24,780,719)

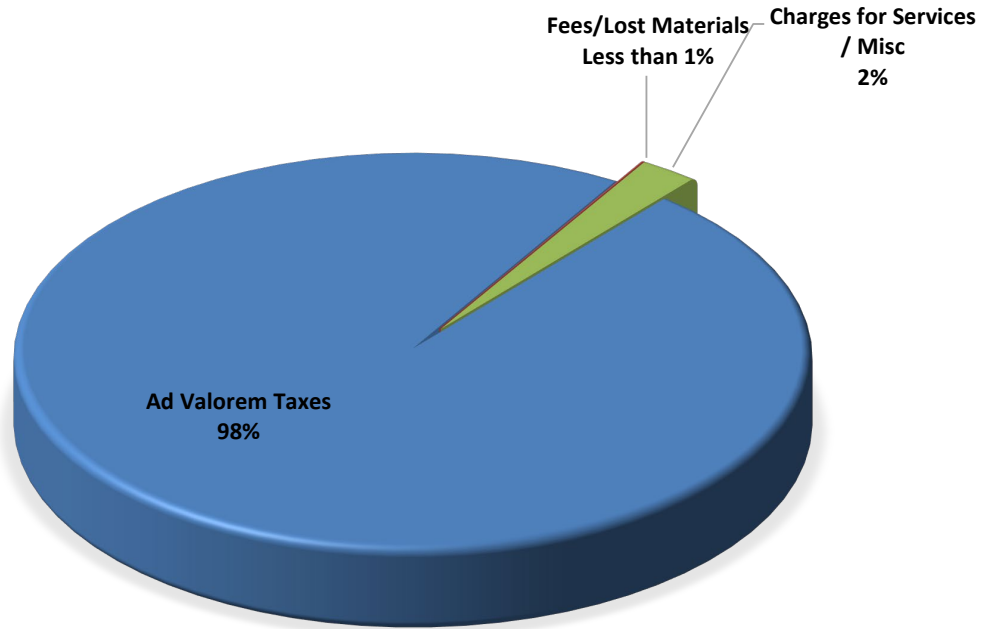
North Orange Remediation Project Budget

Expenditures As of 1-31-2025

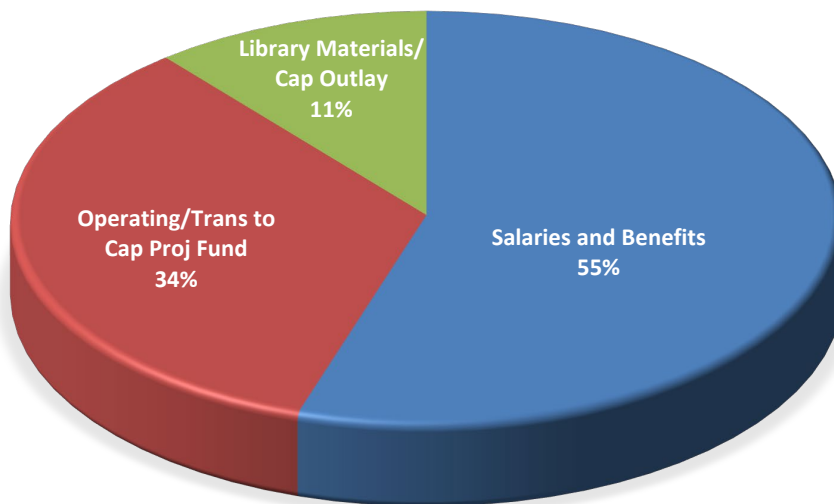
	<u>Original Budget</u>	<u>Change Order</u>	<u>Revised Budget</u>	<u>FY 24 Actual</u>	<u>FY 25 Actual</u>	<u>Variance</u>
<u>Project Code 24-009</u>						
Remediation	\$201,714	\$61,569	\$263,283	\$12,380	305,805	\$54,902
Sealing Painting	12,961	27,007	39,968	16,556	3,895	(\$19,517)
Flooring	60,395	-	60,395	-	63,852	\$3,457
Ceiling	49,588	14,958	64,546	61,346	-	(\$3,200)
Moving	75,312	-	75,312	-	20,250	(\$55,062)
Other	9,167	-	9,167	4,667	11,397	\$6,897
Contingency	20,000	(1,476)	18,524	-	-	(\$18,524)
Project Costs	\$429,137	\$102,058	\$531,195	\$94,949	\$405,199	(\$31,047)

ORANGE COUNTY LIBRARY DISTRICT
Operating Fund
Four Months Ended January 31, 2025

REVENUES



EXPENDITURES



**ORANGE COUNTY LIBRARY DISTRICT
OPERATING FUND REVENUE SUMMARY
Four Months Ended January 31, 2025**

	ANNUAL BUDGET	YTD ACTUAL	(4 months= 33.3%)
AD VALOREM TAXES	73,425,000	34,559,660	47.1%
INTERGOVERNMENTAL			
Federal & State Grants	795,000	-	0.0%
CHARGES FOR SERVICES			
Fee Cards	100,000	52,890	52.9%
PC Express (\$1 for 1 hour)	700	757	108.1%
Classes	-	30	-
Meeting Rooms	30,000	12,483	41.6%
Faxes	15,000	6,354	42.4%
Ear Buds & Jump Drives	2,500	905	36.2%
Bag Sales	3,000	582	19.4%
Copy & Prints	180,000	57,461	31.9%
Passport Facility & Photo Fees	12,000	6,245	52.0%
Other	7,000	111	1.6%
	<u>350,200</u>	<u>137,818</u>	<u>39.4%</u>
FEES & LOST MATERIALS	48,000	18,751	39.1%
MISCELLANEOUS			
Investment Earnings	1,166,500	513,968	44.1%
Sales of Surplus Property	5,000	4,510	90.2%
Contributions - Friends of Library	50,000	30,488	61.0%
Contributions - Others	50,000	4,623	9.2%
Internet Rebate	78,720	-	0.0%
Grants & Awards	15,000	-	0.0%
Miscellaneous	35,000	38,773	110.8%
	<u>1,400,220</u>	<u>592,362</u>	<u>42.3%</u>
TRANSFER FR PROP APPRAISER	50,000	119,237	238.5%
TRANSFER FR TAX COLLECTOR	582,000	-	0.0%
TOTAL REVENUES	<u><u>76,650,420</u></u>	<u><u>35,427,828</u></u>	<u><u>46.2%</u></u>

**ORANGE COUNTY LIBRARY DISTRICT
OPERATING FUND EXPENDITURE SUMMARY
Four Months Ended January 31, 2025**

	ANNUAL BUDGET	YTD ACTUAL	(4 months= 33.3%)
SALARIES & BENEFITS			
Salaries	28,475,000	8,948,697	31.4%
Medicare Taxes	425,000	127,246	29.9%
Defined Contribution Pension Plan	2,150,000	671,154	31.2%
Defined Benefit Pension Plan	1,900,000	500,000	26.3%
Money Purchase Pension Plan	1,850,000	586,605	31.7%
Life and Health Insurance (Employees)	4,875,000	1,361,590	27.9%
Worker's Compensation	150,000	81,908	54.6%
Unemployment Compensation	60,000	246	0.4%
Retiree Health Care (OPEB)	650,000	118,147	18.2%
Parking & Bus Passes	300,000	88,844	29.6%
	40,835,000	12,484,437	30.6%
OPERATING			
Professional Services	550,000	84,505	15.4%
Other Contractual Services	3,000,000	639,447	21.3%
Other Contract. Serv.- Janitorial	520,000	126,745	24.4%
Training and Travel	250,000	33,873	13.5%
Telecommunication	650,000	86,332	13.3%
Delivery and Postage	1,600,000	459,276	28.7%
Utilities	1,150,000	233,186	20.3%
Rentals and Leases	1,660,000	530,149	31.9%
Insurance	925,000	385,579	41.7%
Repairs and Maintenance/Leasehold Improvements	1,925,000	796,797	41.4%
IT Subscriptions/Maintenance Contracts	1,855,000	983,775	53.0%
Copying/Printing	400,000	82,877	20.7%
Promotional Activities	500,000	126,164	25.2%
Property Appraiser's Fee	741,000	363,690	49.1%
Tax Collector's Fee	1,500,000	691,193	46.1%
Supplies	1,400,000	185,364	13.2%
Supplies-Hardware/Software	850,000	11,129	1.3%
Supplies-Programming	-	69,814	-
Memberships	20,000	12,344	61.7%
	19,496,000	5,902,239	30.3%
CAPITAL OUTLAY			
Building and Improvements	9,000,000	161,955	1.8%
Equipment and Furniture	1,000,000	167,674	16.8%
Hardware/Software	1,875,000	24,046	1.3%
	11,875,000	353,675	3.0%
LIBRARY MATERIALS			
Materials - Restricted Contributions	15,000	-	0.0%
Materials - Other	6,356,400	2,135,125	33.6%
	6,371,400	2,135,125	33.5%
TRANSFER TO CAPITAL PROJECTS FUND	5,000,000	1,666,667	33.3%
TRANSFER TO SINKING/EARR FUND	500,000	166,667	33.3%
TOTAL EXPENDITURES	84,077,400	22,708,810	27.0%

**ORANGE COUNTY LIBRARY DISTRICT
CAPITAL PROJECTS FUND
Four Months Ended January 31, 2025**

	ANNUAL BUDGET	YTD ACTUAL	(4 months= 33.3%)
REVENUES			
Investment Earnings	125,000	645,947	516.8%
Transfer from Operating Fund	5,000,000	1,666,667	33.3%
Reserves	43,600,000	-	0.0%
TOTAL REVENUES	48,725,000	2,312,614	4.7%
EXPENDITURES			
New Horizon West Branch	24,725,000	1,315,232	5.3%
New Branch FFE	1,000,000	-	0.0%
New Branch Materials	1,000,000	206,044	20.6%
New Lake Nona Branch	1,500,000	-	0.0%
Reserves	20,500,000	791,338	3.9%
TOTAL EXPENDITURES	48,725,000	2,312,614	4.7%

**ORANGE COUNTY LIBRARY DISTRICT
SINKING FUND
Four Months Ended January 31, 2025**

	ANNUAL BUDGET	YTD ACTUAL	(4 months= 33.3%)
REVENUES			
Investment Earnings	50,000	79,979	160.0%
Transfer from Operating Fund	500,000	166,667	33.3%
Reserves	5,357,000	-	0.0%
TOTAL REVENUES	5,907,000	246,646	4.2%
EXPENDITURES			
Reserves-Building and Improvements	4,157,000	173,575	4.2%
Reserves-Horizon West Contract	1,000,000	41,755	4.2%
Reserves-Horizon West Demo	250,000	10,439	4.2%
Reserves-Technology	500,000	20,877	4.2%
TOTAL EXPENDITURES	5,907,000	246,646	4.2%

**ORANGE COUNTY LIBRARY DISTRICT
PERMANENT FUND
Four Months Ended January 31, 2025**

	ANNUAL BUDGET	YTD ACTUAL	(4 months= 33.3%)
REVENUES			
Investment Earnings	25,000	13,825	55.3%
Investment Fair Value	-	(24,524)	-
Reserves	1,096,000	-	0.0%
TOTAL REVENUES	1,121,000	(10,699)	-1.0%
EXPENDITURES			
Equipment	75,000	-	0.0%
Reserves	1,046,000	(10,699)	-1.0%
TOTAL EXPENDITURES	1,121,000	(10,699)	-1.0%

**ORANGE COUNTY LIBRARY DISTRICT
OPERATING FUND
BALANCE SHEET - ASSETS
January 31, 2025**

ASSETS

Cash on Hand	15,763
Equity in Pooled Cash	6,613,249
Equity in Pooled Investments	51,349,911
Accounts Receivable	2,507
Inventory	151,527
Prepays	123,300
Other Assets - Deposits	<u>7,500</u>
TOTAL ASSETS	<u><u>58,263,757</u></u>

**ORANGE COUNTY LIBRARY DISTRICT
OPERATING FUND
BALANCE SHEET - LIABILITIES & FUND BALANCE
January 31, 2025**

LIABILITIES

Accounts Payable	79,076
Accrued Wages Payable	457,994
Accrued Sales Tax	541
Accrued Fax Tax	82
Accrued N. Carolina St. Income Tax	378
Employee Payroll Deductions:	
Dental Insurance	808
Optional Life	(491)
Vision Plan	81
Weight Watchers	516
Short Term Disability	316
Accident/Critical/Hospital	4,380
Staff Association	5,414
Due To Friends of the Library	2,289
TOTAL LIABILITIES	551,384

FUND BALANCE

Nonspendable:	
Inventory	151,527
Prepaid Items and Deposits	130,800
Annetta O'B Walker Trust Fund	4,000
A.P. Phillips Memorial Fund	100,000
Willis H. Warner Memorial Fund	33,712
Perce C. and Mary M. Gullett Memorial Fund	19,805
Committed:	
Vivian Esch Estate Fund	44,198
Edmund L. Murray Estate Fund	724,689
Arthur Sondheim Estate Fund	39,941
Strategic Plan	4,000,000
Assigned:	
N. Gaiman/Dr. Phillips Ctr Event Proceeds	41,204
Unassigned	39,703,479
Current Year Revenue over Expenditures	12,719,018
TOTAL FUND BALANCE	57,712,373
TOTAL LIABILITIES & FUND BALANCE	58,263,757

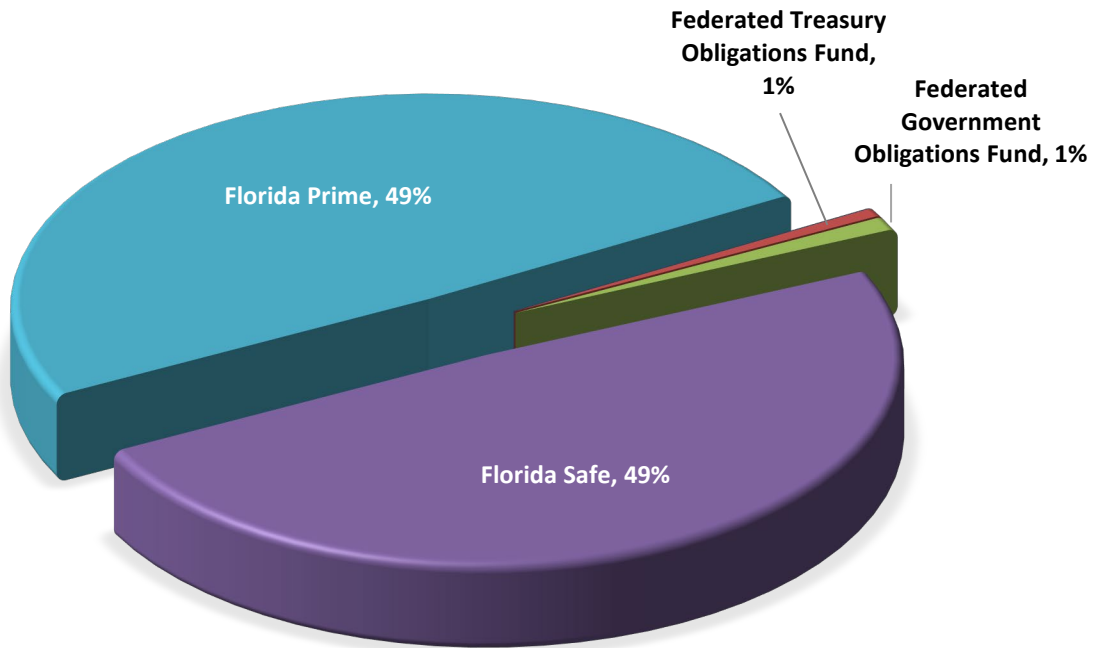
**ORANGE COUNTY LIBRARY DISTRICT
MONTHLY ROLLOVER
January 31, 2025**

	BALANCE 12/31/24	RECEIPTS	DISBURSE	BALANCE 01/31/25
OPERATING				
Equity in Pooled Cash	9,888,998	13,225,843	16,501,592	6,613,249
Equity in Pooled Investments	41,243,267	10,148,311	41,667	51,349,911
	51,132,265	23,374,154	16,543,259	57,963,160
CAPITAL PROJECTS				
Equity in Pooled Investments	53,904,142	214,537	-	54,118,679
SINKING				
Equity in Pooled Investments	6,717,183	68,318	-	6,785,501
SELF FUNDED HEALTH				
Equity in Pooled Cash	1,499,252	368,836	185,501	1,682,587
Claims Payment Checking Account	73,000	374,627	374,627	73,000
Equity in Pooled Investments	4,835,437	19,245	-	4,854,682
	6,407,689	762,708	560,128	6,610,269

ORANGE COUNTY LIBRARY DISTRICT GENERAL POOLED INVESTMENTS

January 31, 2025

<u>INVESTMENT TYPE</u>	<u>DOLLARS</u>
MONEY MARKET FUNDS	
Federated Treasury Obligations Fund	762,113
Federated Government Obligations Fund	1,225,052
LOCAL GOVERNMENT INVESTMENT POOLS	
Florida Safe	57,425,632
Florida Safe-HW Demo Fund	267,816
Florida Prime (SBA)	57,428,159
TOTAL	117,108,772

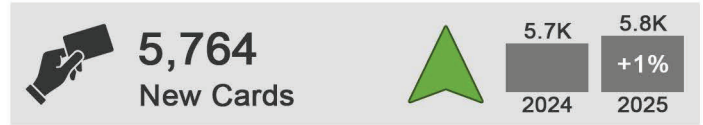
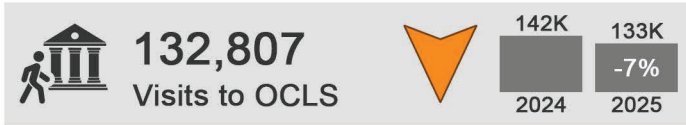


**Orange County Library System
Board of Trustees Meeting
February 13, 2025**

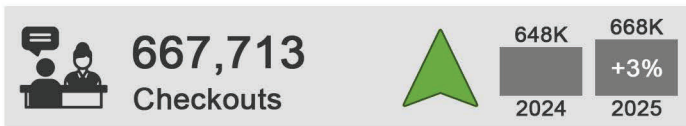
Dashboard: January 2025

Monthly Report: January 2025

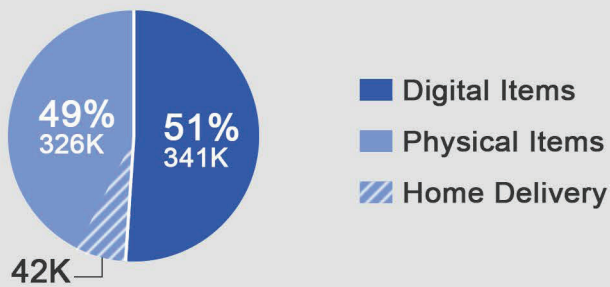
People



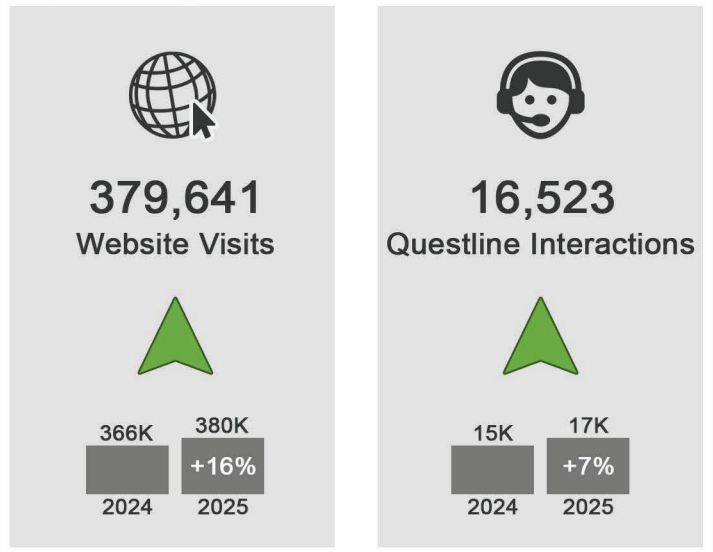
Collection



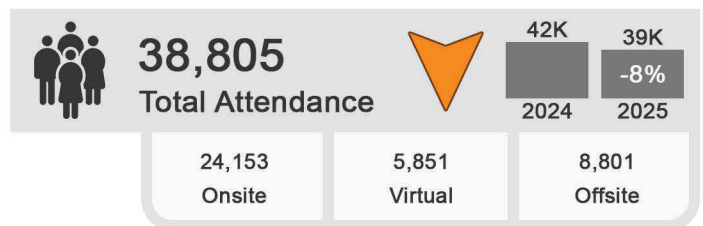
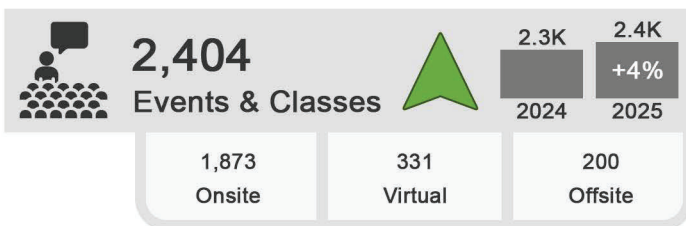
Checkouts by Collection Type



Spotlight: Offsite Contacts



Events & Classes



Customer Feedback

"[OCLS] offers great classes for Citizenship. The sessions I attended with Mila P. was a great experience of learning, it was excellent. Thank you for helping so many people to achieve our dream come true. Being able to obtain American Citizenship."
- Southeast Customer

"The Eatonville Branch has become such a valuable resource for the community! The dedicated staff really makes a difference, offering support and guidance. It is a place for learning, connection and even creativity - where people can find not only educational tools but also a sense of belonging."
- Eatonville Customer

**Orange County Library System
Board of Trustees Meeting
February 13, 2025**

**Strategic Plan Update:
January 2025**

ORANGE COUNTY LIBRARY SYSTEM

Strategic Plan Update for January 2025

Purpose Statement:

**Enriching lives through experiences and opportunities
to learn, grow and connect.**

BE WELCOMING

Objective: We will provide excellent customer service, create inviting spaces and ensure accessibility so the community feels welcome at OCLS.

Activity: Provide additional ways to access library services throughout the county.

- Expand in-demand library services so that they are accessible to more people in the community.
 - **Melrose staff met with Adult Services and Youth Services staff to discuss Game Design and Video ideas, in order to offer more Melrose based classes at branch locations**
 - **Youth Services is looking at making a series using Godot, which would provide students with useful experience to take Melrose camps and classes.**
 - **Melrose staff provided Youth Services staff with documentation to offer a Presenting for the Camera class, based on the Melrose Acting for the Camera class.**
 - **Youth Services staff members reviewed the inventory in borrowed items and created two additional Lego Program Kits.**
 - **Youth Services staff drafted a summer themed homeschool program that was piloted this month.**
- Partner with more organizations willing to host offsite library events and resources.

Activity: Regularly access interior spaces to maximize usage and accommodate a variety of user experiences and needs.

- Evaluate the customer experience in public spaces.
 - **The Alafaya branch consolidated the DVD section to relocate the Manga collection next to the Graphic Novel section. The move created extra study space in the southeast corner of the branch.**
 - **South Creek Branch completed adjustments to the branch's public computer area. Computer rows were rearranged to create larger walkways and improve accessibility. Three large print keyboards were added to the area to assist customers with low vision. Devices were also added to the children's area so families could remain near each other during visits. Finally, study tables were moved into open areas where they are more visible to customers as they enter the branch.**
 - **The Washington Park Branch showcased a Martin Luther King, Jr. bulletin board display designed as an interactive sensory experience. Voice-activated buttons played excerpts from his speeches, offering an auditory connection to his impactful words. Each button was accompanied by a label displaying the title of the speech and a QR code linking to the full transcript, encouraging further**

exploration. This display engaged visitors through sound and interactivity, creating a memorable and educational experience that deepened their understanding of Dr. King's legacy.

- Southeast provided opportunities for sensory play during ten Caregiver Connects and five Sensory Free Play sessions.
- MPR visited the Windermere Branch to review branch marketing and collateral needs.
- Explore opportunities to optimize accessibility.
 - The Youth Services technology staff began including new age ranges, skills requirements, and verification questions in class descriptions for the curriculum that will be taught in the summer months.
 - The meeting room procedures and flyer were updated to better serve customer needs. The procedures were updated to include giving a hard copy of the meeting room policy to patrons at check-in, and the meeting room flyer was updated to add language that better communicates online booking.

Activity: Focus on customer service training that addresses the needs of Orange County residents.

- Provide staff training for best practices of how to support underserved populations.
 - CED has determined two areas, SNAP and re-employment, in which social workers can develop resource kits to help OCLS staff provide relevant and timely information about assistance available in the community to customers.
- Implement systemwide expectations and training based on the Customer Service Story.

BE CONNECTED

Objective: We will promote engagement, facilitate partnerships and generate awareness so the community feels connected to OCLS.

Activity: Intentionally invest in meaningful relationships and partnerships with organizations that are aligned with the library's purpose.

- Support partnerships with local educational institutions to promote services.
 - **The Community Engagement Department is partnering with The University of Central Florida (UCF) to apply for a grant that focuses on “community engaged research to support communication for children with complex needs.” If funded, this project would bring together UCF and OCLS to co-develop inclusivity toolkits and storytimes for children and families across the county.**
 - **Youth Services and Community Engagement collaborated to send a quarterly information and resource memo to Head Start locations. The memo highlighted OCLS early learning resources, programs, and card registration.**
- Support partnerships with health and wellness organizations.
 - **The marketing department facilitated the West Orange Times & Observer interview and photos at the Windermere Branch with Lelia Higgins. The goal of the interview was to promote the Libraries with Heart program in partnership with the American Heart Association and HCA Florida Healthcare.**
 - **The marketing department promoted the following this month: a yoga event in “It’s Just Yoga” magazine, healthy meal prep with Coach Mira, and “Go with the Flow Yoga.”**
- Leverage partnerships to enhance services.

Activity: Explore ways to foster higher engagement rates.

- Focus on connecting with different segments of the community.
 - **This month for teens, the Community Engagement Department visited Harbor House to provide a teen storytime for young people staying at the facility, and they also hosted a teen book club in Ocoee. Meanwhile, the Marketing and Public Relations Department participated in Changemaker Day at Rollins College, promoting library services to staff and students and networking with community organizations.**
 - **For seniors, the Community Engagement Department visited 17 senior facilities and connected with more than 280 people, bringing library resources, storytimes and interactive activities directly to the places where seniors gather. A**

Community Engagement Department Social Worker also provided assistance hours at the Mayor William Beardall SeniorCenter.

- **The Chickasaw ESL Specialist created a welcome guide for immigrants. This guide includes a list of OCLS programs and local organizations that offer free support with family, health, legal, education, and financial services throughout Orange County.**
- **Fairview Shores staff participated in Literacy Week activities and library resource presentations at Orlando Gifted Academy, Sadler Elementary, Killarney Elementary, Wheatley Elementary, and Carver Middle School.**
- **Marketing worked with Dr. Phillips Center to cross-promote offerings continued. Marketing and Public Relations collaborated with Dr. Phillips Center on a blog post and social media posts to promote the center's new upcoming Brooklyn's Bridge show to highlight materials (books, DVDs, music) available at OCLS that might appeal to those interested in the musical.**
- **Create challenges, contests, and initiatives for customers who use library services.**
 - **Library branches have engaged customers through interactive challenges, contests, and themed initiatives promoting library services and material checkouts.**
 - **Scavenger hunts remained popular, with branches like North Orange, South Trail, and Southwest designing hunts that encouraged children to explore library resources in fun and educational ways.**
 - **Alafaya's Pilkey Week featured a Dogman scavenger hunt with book prizes from Scholastic, while Windermere's Snovenger Hunt and Southeast's seasonal hunts added a festive touch.**
 - **Washington Park expanded engagement with a STEAM station, an I Spy activity, and themed scavenger hunts tied to upcoming programs.**

Activity: Pursue opportunities to raise visibility of OCLS in the community.

- **Seek partnerships with organizations willing to collaborate on marketing initiatives.**
 - **The new relationship with Neighbors of Windermere magazine has begun. Two stories have run so far – the first was about the history of the Windermere library, and the second highlights Heart Month resources and the library's partnership with the American Heart Association.**
 - **Marketing and Public Relations (MPR) collaborated with local influencer and John Green event moderator Clarissa Moon on Instagram and Facebook to promote John Green's event. Clarissa Moon recorded three separate videos with OCLS marketing at the Dr. Phillips Center for the Performing Arts. Her videos about the event were shared 46 times, and OCLS saw a bump in ticket sales each time the videos were posted.**
 - **MPR also collaborated with Dr Phillips Center for the Performing Arts on Instagram to promote John Green event. The January 4 collaborative post had 59**

shares and 30 ticket sales followed within 3 days. Overall, more than 1,200 tickets were sold for the event.

- **MPR engaged with local book-based influencer @bookiesbybrookie to promote the John Green event. Brooke Fells liked and reposted OCLS posts on Instagram and attended the event, posting and tagging OCLS following the event.**
- **Expand multicultural marketing, communications and offerings.**
 - **Windermere created a bulletin board display to celebrate the Lunar New Year with the year of the snake and also hosted the program, Chinese New Year Celebration.**
 - **Online French programs hosted at Windermere have seen an increase in attendance, with 67 customers participating in the month of January. An in-person program is also available, as well as a homeschool option. In total, the branch had a combined attendance of 90 customers throughout the month at the online and in-person sessions.**
 - **Chickasaw hosted two Music in the Library events featuring Sean Gaskell and Hungrytown in January. The performances showcased the West African Kora, traditional songs, harmonious strings, and a variety of instruments. A total of 40 customers attended the event.**
 - **In January, Collection Development began working to add more items to the collection for locations to use in displays for Arab American Heritage Month.**
- **Conduct research to determine why people are not using OCLS and use data collected to create responsive campaigns.**
 - **In January, Marketing and Public Relations worked with Data and User Services to discuss best ways to reach non-cardholders to survey them about their consideration of the library. The departments agreed to reach out to Gale to ask for an updated Analytics on Demand dashboard for OCLS.**

BE FORWARD-THINKING

Objective: We will provide and explore services and technology to deliver relevant experiences for the community.

Activity: Use data to provide responsive services that evolve and grow with the community.

- Conduct consumer insight research to evaluate existing and new opportunities for services and resources.
- Evaluate and improve current data collection.

Activity: Review programs, services and collection offerings to ensure that the library meets community needs.

- Utilize qualitative and quantitative data to ensure resources are meeting the needs of individual communities.
 - **CED leadership are reviewing webinars on designing surveys that focus on outcomes. CED posted on the American Bookmobile & Outreach Services list serve asking for information on how other libraries measure their bookmobile outreach initiatives. To date, four responses have been received.**
- Utilize data to evaluate the success of programming and classes.
 - **The Chickasaw Branch reviewed and used feedback from previous customer surveys to determine program needs. As a result, Chickasaw launched its first book club this month with eighteen attendees.**
- Develop core programming focused on different segments of the community.
 - **Senior-focused initiatives included Bingo for Seniors at North Orange and Alafaya, Beginner Line Dancing and memory care activities at Southwest, Cybersecurity for Seniors and Computer Basics at Windermere, Open Lab - Ask a Tech - For Seniors at OPL, and Crochet Open Lab at Southeast.**
 - **Teen programming saw evaluation and expansion across the system. South Trail involved teens in The Orange Zest Magazine, while Windermere, Southwest, and Southeast engaged teens through Dungeons & Dragons, Teen Art Adventures, and The Terracotta Times literary zine. South Creek hosted multiple teen-focused events, drawing 40 attendees. The Teen Volunteering Committee advanced training efforts with a new onboarding guide and promotional video development. System-wide efforts also included revamped programming planning, with event planners coordinating new teen-focused offerings at multiple branches.**
 - **Citizenship preparation expanded, with Alafaya launching Citizenship Inspired, Washington Park hosting a four-part series, and Windermere, Southeast, and**

Hiawassee increasing participation. Notably, Hiawassee saw four students successfully complete their citizenship interviews.

Activity: Evaluate the user journey in all aspects of library service.

- Evaluate the digital customer experience.
 - **The Data & User Services department is analyzing the online catalog survey results so customer feedback can be considered during the discovery layer implementation. They have also sent a list of initial functional requirements to three vendors for the following unified discovery layer products: Aspen, BiblioCore, and Vega Discover.**
- Evaluate and update customer satisfaction measurement tools.
- Evaluate the obstacles that customers face when accessing the library.
 - **Home Delivery is testing using text messaging for holds pickup with a small sample of customers. Testing of this service has been successful so far. This will help make it easier to alert customers when their holds are ready to be picked up from the library.**
- Review and update Board approved library policies.
 - **The tentative plan is to communicate with the Board in February and March and bring an issue statement to the Board to decide on which policies will be Board approved and which ones will be maintained by staff.**

BE EMPOWERED

Objective: We will enhance our employee training structure, support professional development and improve internal communication so OCLS staff are adaptable to community needs.

Activity: Clarify paths for upward mobility.

- Create career pathways for staff development.
 - The Training and Development department sent inquiries regarding career paths and best practices to the Urban Libraries Council and Learning Roundtable distribution lists, and some individual public libraries. They have received three responses so far.
 - The Collection Development team attended the January Spectrum managers meeting to provide an overview of what they do and how it impacts the system. They also shared information about how assistant managers can better interact with their collections.
- Increase opportunities for more cross-departmental/branch experiences.
 - The Community Engagement Department hosted an Employee Enrichment Experience (EEE) for a Winter Garden staff member, providing hands-on experience with senior programming and partnership mapping. Marketing and Public Relations conducted an EEE focused on digital marketing and social media for a Windermere staff member. The Customer Service Department supported EEE implementation by designing customizable Canva templates for structured agendas, offering options for various program lengths.
 - Adult Services, Youth Services, and the Events & Programs Department visited multiple branches, including Fairview Shores, South Trail, Alafaya, and Chickasaw, to discuss programming, identify community needs, and strengthen collaboration. Acquisition Services facilitated an Open House for Spectrum managers, offering insight into department operations.

Activity: Strengthen internal communication.

- Centralize internal systems including HR, IT and Finance platforms
 - The projects to implement HR and Finance software kicked off in January. The first steps include OCLS is sending required data to the vendors, participating in training, and working with the vendors to establish project timelines.
- Redesign the Orange Peel for enhanced usability.

Activity: Prioritize employee engagement and well-being.

- Explore staff recognition and awards program.
 - **The South Trail Branch created an "Achievement Board" to post kudos from customers and staff.**
 - **The Customer Service Department rolled out the "Golden Book Awards," which are customized bookmarks created to highlight staff that have received Kudos.**
 - **The Windermere Branch celebrated the accomplishment of one of their staff members for completing their Master of Science in Information degree.**
- Evaluate ways to provide team-building sessions.
 - **The team at Windermere created a Staff Reads Binder to encourage each other to read books outside of their genres and provide reviews. The binder helps to make both internal and external recommendations for our customers.**
 - **In January, the morale and wellness team at Washington Park focused on professional development, team bonding, and well-being. They celebrated winning the 2024 Mystery Shopper Award with a pizza party and supported wellness by taking short walks during breaks for fresh air and exercise.**
 - **The South Creek team participated in a staff led mindfulness exercise that focused on breathing and meditation. Staff who participated shared positive feedback and expressed their interest in hosting their own team-building sessions as well.**
 - **Eatonville staff participated in the Poverty in America Simulation—a team-building activity designed to raise awareness and provide a better understanding of the challenges faced by millions of Americans living in poverty.**
 - **The Hiawassee team put together a 750-piece puzzle in two weeks. The puzzle has been framed and hung in the workroom to commemorate their great job as a team.**
 - **The Human Resources Division conducted a team-building activity centered around mindfulness and setting intentions for the new year.**
- Explore ways to offer professional development opportunities.
- Implement a new compensation structure.
 - **The project team is finalizing the details with plans to take a new Pay Structure to the Admin Team in February.**
- Develop and implement a new Director's evaluation form/process/reporting structure.

**Orange County Library System
Board of Trustees Meeting
February 13, 2025**

**Action Items:
Consent Agenda**

**Orange County Library System
Board of Trustees Meeting
February 13, 2025**

**Orlando Public Library Exterior
Lighting Upgrade**

**APPROVAL FOR THE ORLANDO PUBLIC LIBRARY
EXTERIOR LIGHTING PROJECT AND PROJECT BUDGET**

I. ISSUE STATEMENT

Library Board approval is needed for the Orlando Public Library (OPL) Exterior Lighting Project and Project Budget.

II. BACKGROUND & SUMMARY

The exterior lighting at OPL is 23 years old, is at the end of its useful life, and needs to be replaced. Although it has been well maintained, fixtures have been added or replaced at different times and the lighting around the building is inconsistent.

In April of 2022, library staff engaged KMF architects to work with the City's Architectural Review Board (ARB) and design an exterior lighting plan that would meet the library's needs and the ARB's approval. KMF completed the plans and received the ARB's approval in the fall of 2024.

The new exterior lighting system will include new state-of-the-art LED lights and a programable lighting control system, which will wash the OPL's facade with color depending on the holiday, season, or event.

Library staff provided a copy of the approved plans to Gomez Construction Company (Gomez), one of the library's continuing service contractors, in December of 2024. Gomez's proposed cost for the work is \$602,435 plus a 7% contingency of \$42,171 for a total of \$644,606.

Library staff asked KMF and a third-party construction estimator, School Planning & Design Management, to review Gomez's proposal. Both of those estimates were between \$575,000 and \$625,000 before a contingency. Thus, Gomez's proposed cost is within an acceptable range.

The library is requesting an overall Budget of \$747,268 for the project as follows:

Service	Cost
Design Fee to KMF Architects	\$49,662
Cost Estimator Fees	\$8,000
Construction Cost to Gomez	\$602,435
Owner Provided Materials/Permits	\$45,000
7% Construction Contingency	\$42,171
Total Project Budget	\$747,268

The library budgeted \$2 million for the project this year, and if approved, the project will be completed by September 30, 2025.

III. CONSIDERATION:

Library staff is requesting the library board:

1. Authorize the Director/CEO to execute a contract with Gomez for \$602,435.
2. Approve the project of \$747,268 which includes a \$42,171 contingency.

IV. RECOMMENDATION:

Staff recommends that the library board:

1. Authorize the Director/CEO to execute a contract with Gomez for \$602,435.
2. Approve the project of \$747,268 which includes a \$42,171 contingency.

**BOARD OF TRUSTEES OF
ORANGE COUNTY LIBRARY SYSTEM
RESOLUTION 25-21**

**APPROVAL FOR THE ORLANDO PUBLIC LIBRARY
EXTERIOR LIGHTING PROJECT AND PROJECT BUDGET**

Minutes of a regular meeting of the Board of Trustees of the Orange County Library System, held in the City of Orlando, on the 13th day of February, 20245 at 6:00 pm, prevailing Eastern Time.

PRESENT:

ABSENT:

The Board Resolves:

1. Authorize the Director/CEO to execute a contract with Gomez Construction Company for \$602,435.
2. Approve the project of \$747,268 which includes a \$42,171 contingency.
3. All resolutions that conflict with the provisions of this resolution are rescinded.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED:

Secretary

**Orange County Library System
Board of Trustees Meeting
February 13, 2025**

**Southwest Author Event:
Request to Serve Alcohol**

**REQUEST TO SERVE ALCOHOLIC BEVERAGES
18TH ANNUAL SOUTHWEST AUTHOR EVENT**

I. ISSUE STATEMENT

Library Board approval is needed to serve alcoholic beverages during the Southwest Author Event at the Southwest Branch Library.

II. BACKGROUND & SUMMARY

On Friday, April 11, 2025, the Southwest Branch Library will host an after-hours author event in partnership with the Dr. Phillips Rotary Club. The event represents a longstanding collaboration with the Rotary in providing community programs and other enhancements to the facility. The Library would like to serve wine and beer at this event. As stated in the adopted Alcoholic Beverage Policy (please see below), Board approval is required to serve alcoholic beverages.

Library Alcoholic Beverage Policy (Revised and Approved by the Library Board of Trustees 8/12/04)

Alcoholic Beverages may be served for the purpose of fundraising and various Library-sponsored development and promotions projects or approved events when the following requirements are met:

- *The event is sponsored by the Library or Library approved
- *The Library Board of Trustees has approved alcoholic beverages to be served, and
- *A licensed bartender, caterer, or other entity which provides liquor liability insurance coverage,
is engaged to serve beverages, and
- *The bartender, caterer, or other entity executes an agreement that shall:

1. Hold the Library harmless and indemnify the Library against liability arising from alcoholic beverages willfully and unlawfully served to a person who is not of lawful drinking age or knowingly served to a person habitually addicted to the use of any or all alcoholic beverages; and
2. Require the bartender, caterer, or other entity to comply with all County, State, and Federal laws governing the service of alcoholic beverages.

III. CONSIDERATION

The library is asking the library board to approve the serving of alcoholic beverages in accordance with the Board-approved policy at the Southwest Author Event at the Southwest Branch Library.

IV. RECOMMENDATION

Library Staff recommends that the library board approve the serving of alcoholic beverages in accordance with the Board-approved policy at the Southwest Author Event at the Southwest Branch Library

**BOARD OF TRUSTEES OF
ORANGE COUNTY LIBRARY SYSTEM
RESOLUTION 25-022**

TITLE OF ISSUE STATEMENT

Minutes of a regular meeting of the Board of Trustees of the Orange County Library System, held in the City of Orlando, on the 13th day of February 2025, at 6:00 pm, prevailing Eastern Time.

PRESENT:

ABSENT:

The Board Resolves:

1. To approve the serving of alcoholic beverages in accordance with the Board-approved policy at the event on April 11, 2025, at the Southwest Branch Library.
2. All resolutions that conflict with the provisions of this resolution are rescinded.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED:

Secretary

**Orange County Library System
Board of Trustees Meeting
February 13, 2025**

**Action Items:
Non-Consent Agenda - None**

**Orange County Library System
Board of Trustees Meeting
February 13, 2025**

**Discussion & Possible
Action Items**

**Orange County Library System
Board of Trustees Meeting
February 13, 2025**

Information

**Orange County Library System
Board of Trustees Meeting
February 13, 2025**

**Director's Goals:
1st Quarter Update**

Director's Goals FY2024 – 2025

1st Quarter Update

GOALS

1. Implement the New Strategic Plan

- a. OCT - I gave the Update.
- b. NOV-DEC - Moved the Strat Plan Update with the Dashboard Presentation.
- c. DEC - Erin presented a 1st Quarter (Oct-Nov-Dec) Update at the January meeting.
- d. OCT-NOV-DEC – In my opinion, based on the reports presented to the Board and the document staff maintain in the background the implementation of the plan is going very well. Also, because we update the plan continuously, it feels like we are truly focused as an organization, and this document is guiding us through a very successful year.

2. Implement an OCLS App (Be Forward-Thinking: Activity 3)

- a. OCT - IT Design & Development staff are finalizing details of a contract with Communico to implement their Connect app.
- b. NOV - The contract for the Connect app from Communico is under review and a project plan has been drafted.
- c. DEC – The project is in the IT Design & Development queue.

3. Evaluate, select, and implement a discovery service (Be Forward-Thinking: Activity 3)

- a. DEC – Data & User Services added a survey to the catalog to gather feedback on what users would like to see in an improved experience.

4. Review and Update Board Approved Library Policies (Be Forward-Thinking: Activity 3)

- a. DEC – I met with the COO to discuss the path forward for this project. The tentative plan is to communicate with the Board in January and February and bring an issue statement to the Board to decide on which policies will be Board approved and which ones will be maintained by staff.

5. Implement a Human Resources Information System (Be Empowered: Activity 2)

- a. OCT – The Project Team finalized the ranking and will bring an issue statement to the Board in November for approval.
- b. NOV – The Board approved the vendor ranking and budget. Staff are working to finalize the contract.
- c. DEC – A Purchase Order was sent to the vendor, UKG/Vertosoft.

6. Implement a New or Upgrade Current Finance Software Platform (Be Empowered: Activity 3)

- a. OCT - The Finance Department is reviewing the feasibility of upgrading its current software.
- b. NOV – The Finance Department completed its review and determined that upgrading the current software by CentralSquare to its Finance Enterprise Version is the best solution.

- c. DEC – The Board approved CentralSquare and the budget. The contract details were finalized, and a Purchase Order was issued to the vendor.

7. Implement a New Compensation Structure (Be Empowered: Activity 3)

- a. OCT – The Project Team continued to work with the consultant on the details of new pay scales.
- b. NOV – The Project Team continued to discuss the new pay scales, confirmed positions for each scale, and reviewed the exempt/non-exempt status for all positions.
- c. DEC – The Project Team is finalizing the details of the new structure and will present it to the Admin Team in late January/early February with the intent to roll it out at the All-Managers Meeting in February.

8. Develop a New Director’s Evaluation Form/Process/Reporting Structure (Be Empowered: Activity 3)

- a. OCT-NOV-DEC – I met with the CHRO to discuss options. The CHRO found several examples of how others are evaluating the CEO.

CAPITAL PROJECTS

1. Horizon West Branch Construction
 - a. NOV – An official groundbreaking took place on the 13th.
 - b. NOV – Orange County provided an official decision on impact and concurrency fees for the branch, and based on their initial notification, the library will save \$750,000 due to the fees being waived.
 - c. OCT-NOV-DEC – Site work continues, stormwater and utility piping are being installed, and the lift station is nearly complete.
 - d. OCT-NOV-DEC – The details to get the building permit are a work in progress.
2. Lake Nona Branch Construction
 - a. DEC – An official groundbreaking took place on the 3rd.
 - b. OCT-NOV-DEC – The details to get the permit issued are a work in progress.
3. Orlando Public Library Roof Replacement Project Construction
 - a. DEC – The Board approved the contractor ranking and project budget. Staff worked on finalizing the contract details.
4. Orlando Public Library First Floor Renovation Project Design
 - a. OCT-NOV-DEC - Staff are reviewing preliminary adjacency drawings.
5. Orlando Public Library Exterior Lighting Upgrade
 - a. DEC – Staff reached out to Gomez Construction, one of the continuing services contractors, to get a bid for the project.
6. Orlando Public Library Entry Enhancements
 - a. OCT-NOV-DEC – Staff continued to work through the drawings with the architect.

**Orange County Library System
Board of Trustees Meeting
February 13, 2025**

Director's Report

Director's Report: February 2025 Board Meeting

Exciting news from Horizon West. The first concrete pour for the Horizon West Branch took place early in the morning on January 31. Here is a video clip of some of the action.

LINK: <https://www.youtube.com/watch?v=iFGT4jEyICk>

The first Lillian Louise Pharr author series event on January 24 at the Dr. Phillips Center is now behind us. It was a very successful event, drawing more than 1,200 people to hear bestselling author John Green talk about everything from his time growing up in Orlando to his work to combat tuberculosis in underdeveloped countries to the inspirations behind some of the characters in his books. This event was made possible thanks to a bequest from the estate of Orlando tennis legend Roger Pharr, who asked OCLS to use the funds to create a literary series in honor of his mother. The bequest was made to the Friends of the Orange County Library System, who sponsor the series.

An author has been chosen for the annual Romance Wine and Chocolate author event, which OCLS hosts each year at the Chickasaw Branch. This year's speaker is bestselling author Abby Jiminez, whose titles include *Friend Zone* and *Happily Ever After Play List*. She is also the owner of the bakery Nadia Cakes and has won several Food Network competitions, including *Cupcake Wars* in 2013. It is expected that this will be a very popular edition of Romance Wine and Chocolate.

February is Black History Month, and as with every year, OCLS are hosting the African American Read-In here at the Orlando Public Library. The event, which is held in conjunction with the 35th annual National African American Read-In, features local politicians, news personalities and influencers reading and performing works by African American authors, poets, artists and musicians. This year's lineup includes Congressman Maxwell Frost, Orange County Mayor Jerry Demings, Orlando City Commissioner Bakari Burns, WESH 2 News Anchor Summer Knowles and more. This year's event will be held on the stage in the Melrose Center on February 16 at 2 p.m.

Every year, the Eatonville Branch participates in the ZORA! Festival, which takes place in downtown Eatonville in January. On January 31, during the festival's Education Day, the Eatonville Branch hosted Newbery Medal-winning author Jerry Craft for an author meet and greet. Craft is the author of the graphic novel *New Kid*, which tells the story of an African American 12-year-old boy trying to adjust to life in a private school that is predominantly white. More than 75 people came to listen to Craft, who now lives in Lake Nona, talk about his work. Before the event, he was interviewed by WKMG's Crystal Moyer about his appearance. Here's some video.

LINK: <https://www.clickorlando.com/news/local/2025/01/29/more-than-just-a-comic-book-florida-author-encourages-kids-parents-to-read-with-new-kid-graphic-novel/>

**Orange County Library System
Board of Trustees Meeting
February 13, 2025**

**Annual Comprehensive
Financial Report
FY 2023-2024**

ANNUAL COMPREHENSIVE FINANCIAL REPORT

Orange County Library District

A component unit of Orange County, Florida | Year ended 9.30.24



ANNUAL COMPREHENSIVE FINANCIAL REPORT



Orange County Library District
A component unit of Orange County, Florida

**ORANGE COUNTY LIBRARY DISTRICT
ANNUAL COMPREHENSIVE FINANCIAL REPORT
YEAR ENDED SEPTEMBER 30, 2024**

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INTRODUCTORY SECTION



February 5, 2025

To the Library Board of Trustees and Residents of the Orange County Library District:

The Annual Comprehensive Financial Report (ACFR) of the Orange County Library District (District) for the fiscal year ended September 30, 2024, is hereby submitted.

Responsibility for both the accuracy of the data and the completeness and fairness of the presentation, including all disclosures, rests with the management of the District. To the best of our knowledge and belief, the information presented herein is accurate in all material aspects and is reported in a manner designed to present fairly the financial position and results of operations of the District. All disclosures necessary to enable the reader to gain an understanding of the District's financial activities have been included.

The ACFR is presented in four sections:

- **Introductory** – Includes this transmittal letter, the District's organizational chart, a list of principal officials, and the prior year's Certificate of Achievement for Excellence in Financial Reporting.
- **Financial** – Includes the report of the independent auditor, management's discussion and analysis, the basic financial statements, required supplementary information, and other supplementary information.
- **Statistical** – Contains selected financial and demographic information, generally presented on a multi-year basis.
- **Compliance** – Contains schedules and reports required by state and federal regulations.

State statute, augmented by the Rules of the Florida Auditor General, requires that the District's financial statements be published within one year of fiscal year-end, presented in conformance with generally accepted accounting principles (GAAP) as applicable to governmental entities, and audited in accordance with generally accepted auditing standards and government auditing standards by licensed independent certified public accountants. This report serves to fulfill these requirements.

Management of the District is responsible for establishing and maintaining an internal control framework that is designed to protect the District's assets from loss, theft, or

misuse and to compile sufficient reliable information for the preparation of the District's financial statements in conformity with GAAP. As a recipient of federal and state financial assistance, the District is also responsible for establishing adequate internal controls to ensure compliance with applicable laws and regulations related to those programs. The District's internal control system is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits requires estimates and judgments by management. We believe the District's internal controls adequately safeguard assets, provide reasonable assurance of properly recorded financial transactions, and provide reasonable assurance that applicable laws and regulations relating to federal and state financial assistance are being followed.

GAAP requires that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement the MD&A and should be read in conjunction with it. The District's MD&A can be found immediately following the report of the independent auditor.

District Profile

The District was established by a special state legislative act, Chapter 80-555, Laws of Florida, approved by referendum on September 9, 1980, as an independent special taxing district, to provide library services for Orange County, Florida (exclusive of the Cities of Winter Park and Maitland). The original act, as amended, was recodified into Chapter 99-486, Laws of Florida.

The District's Governing Board is comprised of the Board of County Commissioners of Orange County, Florida, and one member appointed by the City Council of the City of Orlando, Florida. The powers of the Governing Board are primarily limited to levying taxes, issuing long-term debt, appointing members of the Board of Trustees, and exercising powers of eminent domain. The five-member Library Board of Trustees is responsible for managing, administering, and operating all library facilities and services of the District. Library services are provided to approximately 1,461,000 residents through a 290,000-square-foot Orlando Public Library building and 14 branch facilities, which range in size from 5,600 to 15,700 square feet.

The District adopts annual budgets for all governmental funds on a modified accrual basis. Budgetary control (i.e., the level at which expenditures cannot legally exceed the appropriated amount) is established at the fund level. Budget-to-actual comparisons are provided in this report for each governmental fund.

Economic Condition

Information presented in the financial statements is perhaps best understood when it is considered from the broader perspective of the specific environment within which the District operates.

Local economy. The local economy is primarily driven by the tourism and travel industry. Major employers include Walt Disney World Resort, AdventHealth System, Universal Orlando Resort, Orlando Health, Orange County Public Schools, Walmart, Lockheed Martin, University of Central Florida, Seminole County Public Schools, and Orange County Government. The two largest property taxpayers of the District are the Walt Disney Company and Marriott Resorts.

Long-term financial planning. Orange County is a high-growth area and as more residents move into the boundaries of the Library's District, there are increasing needs for additional branch libraries. Management of the District is accumulating financial resources to acquire appropriate sites and construct new branch facilities. Each year, funds are transferred from the District's General Fund to the Capital Projects Fund specifically for future branch development. During the fiscal year ended September 30, 2024, \$13,000,000 was transferred for this purpose and the subsequent year's budget allocated \$5,000,000 for this purpose. As of September 30, 2024, the District had accumulated \$53,389,694 in the Capital Projects Fund for future branch development.

Relevant financial policies. It is common to read news stories about State and local governments having underfunded defined benefit pensions and other post-employment benefits (OPEB) plans. Through conservative investment assumptions (6.25% for pension and 6.25% for OPEB) and annually contributing the contribution required by actuaries, the District has appropriately funded plans. Each of the two plans has funded ratios in excess of 100%. Funding these plans appropriately also saves the taxpayers money as the earnings on the investments reduces the contributions that the District must make.

Major initiatives.

During the fiscal year ended September 30, 2024, the District completed adding additional sound booths in the Melrose Center, refreshing the Palm, Magnolia and Cypress meeting rooms and upgrading the HVAC controls at the Orlando Public Library. The Horizon West Branch design was completed and sitework started in September of 2024. The Lake Nona Branch design was completed and was in the permitting stage. The District also began the design for a new front entrance, enhanced exterior lighting and renovation of the first floor at the Orlando Public Library. In addition to building the Horizon West Branch, new projects for fiscal year 2024-2025 include refreshing the Winter Garden Branch, replacing the HVAC system at the West Oaks Branch, installing enhanced exterior lighting, a new entrance and roof to the Orlando Public Library.

Awards and Acknowledgements

The Government Finance Officers Association (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Orange County Library District for its annual comprehensive financial report for the fiscal year ended September 30, 2023. This was the twenty-first consecutive year that the District received this prestigious award. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized annual comprehensive financial report. This

report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that our current annual comprehensive financial report continues to meet the Certificate of Achievement Program's requirements and we are submitting it to the GFOA to determine its eligibility for another certificate.

The preparation of this report would not have been possible without the efficient and dedicated services of the District's Finance Department staff. We would also like to extend our appreciation to the Library Board of Trustees for their considerable contributions and support. Finally, we would like to thank the accounting firm of Cherry Bekaert LLP for helping to bring this report together.

Sincerely,



Kristopher S, Shoemaker, CMA, CGFO
Chief Financial Officer



Lovevia Williams, CPA
Finance Manager

ORGANIZATIONAL CHART

DIRECTOR/CHIEF EXECUTIVE OFFICER

ASSISTANT DIRECTOR/CHIEF OPERATING OFFICER

LIFELONG LEARNING

Adult Services
Events & Programs
Melrose Center
Youth Services

NEIGHBORHOOD SERVICES

Community Engagement
Horizon West
Windermere
Winter Garden

Alafaya
Chickasaw
Eatonville
Fairview Shores
North Orange
Southeast

Hiawassee
Lake Nona
Southwest
South Creek
South Trail
Washington Park
West Oaks

IT Design & Development

Acquisitions Services

Orlando Public Library

BUSINESS OPERATIONS

Finance
Facilities & Operations
Construction
Custodial Maintenance

HUMAN RESOURCES

Employee Services
Training & Development

MARKETING & PUBLIC RELATIONS

Marketing & Public Relations
Development

INITIATIVES & INSIGHTS

Data & User Services

IT Services

ORANGE COUNTY LIBRARY DISTRICT
List of Principal Officials
FY 2023-2024

Library Board of Trustees

Crockett Bohannon	President
Nicole Benjamin	Vice President
Venessa Tomlin	Trustee
Sharon Smoley	Trustee
Ashley Cisneros Mejia	Trustee

Director/Chief Executive Officer

Steven Powell

Chief Financial Officer

Kristopher Shoemaker, CMA, CGFO

Finance Manager

Lovevia Williams, CPA



Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**Orange County Library District
Florida**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

September 30, 2023

Christopher P. Morill

Executive Director/CEO

FINANCIAL SECTION

Report of Independent Auditor

To the Members of the Orange County Library Board of Trustees
Orange County Library District
Orlando, Florida

Report on the Audit of the Financial Statements

Opinions

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Orange County Library District (the "District"), a component unit of Orange County, Florida, as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents. We also have audited the financial statements of the internal service fund, presented in the District's basic financial statements, and each of the fiduciary funds of the District, presented as other supplementary information in the accompanying financial statements, as of and for the year ended September 30, 2024, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the District, as of September 30, 2024, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America. In addition, in our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the internal service fund and each fiduciary fund of the District, as of September 30, 2024, and the respective changes in financial position, and where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are required to be independent of the District, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Emphasis of Matter

As discussed in Note 10 to the financial statements, the District restated its beginning net position of the governmental activities and the internal service fund to reflect the correction of an error that occurred in the prior year. Our opinions are not modified with respect to this matter.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and, therefore, is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and the required supplementary information, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements.

We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The budget and actual schedules in other supplementary information, as listed in the table of contents, are presented for additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America by us. In our opinion, the budget and actual schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the Introductory and Statistical Sections, but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated February 5, 2025 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

Cherry Bekaert LLP

Orlando, Florida
February 5, 2025

Management's Discussion and Analysis

The following discussion and analysis of the Orange County Library District's (the "District") financial statements provides an overview of the District's financial activities, as of and for the fiscal year ended September 30, 2024. This analysis is designed to assist the reader of the financial statements in focusing on the significant financial issues and activities and to identify any significant changes in financial position. The information presented here should be considered in conjunction with the financial statements taken as a whole.

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to the District's basic financial statements, which are comprised of the following three components.

- ❑ Government-wide financial statements
- ❑ Fund financial statements
- ❑ Notes to the financial statements

Government-wide financial statements

The *government-wide financial statements* are designed to provide readers with a broad overview of the District's finances taken as a whole, in a manner similar to a business.

The *statement of governmental net position* presents information on all of the District's assets and deferred outflows of resources and liabilities and deferred inflows of resources, with the difference between the two reported as *net position*. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating. Assets, deferred outflows of resources, liabilities, and deferred inflows of resources are reported in this statement based on the accrual method of accounting, which is used by most businesses.

The *statement of governmental activities* presents information showing how the District's net position changed during the year. This statement includes all of the District's revenues and expenses, regardless of when the cash is received or paid.

The government-wide financial statements are located on pages 16 -17 of this report.

Fund financial statements

A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Like other local governments, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the District's funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. *Governmental funds* are used to account for the same library activities reported in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on how money flows in and out of the individual funds and the balances left at year-end that are available for spending. These funds are reported based on the modified accrual basis of accounting, which measures cash and all other financial assets that can readily be

converted to cash. Governmental fund statements provide a short-term view of the District's financial operations.

Because the focus of governmental funds is narrower than that of government-wide financial statements, it may be useful to compare the information presented for *governmental funds* with similar information presented for *governmental activities* in the government-wide financial statements. Both the governmental fund balance sheet and statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison.

The District's governmental funds consist of the General Fund, Capital Projects Fund, Capital Projects Sinking Fund, and Permanent Fund, all of which are reported as major funds. Information is presented separately in the governmental balance sheet and statement of revenues, expenditures, and changes in fund balances for each of these funds. The governmental fund financial statements can be found on pages 18 - 20 of this report.

The District adopted an annual budget for each of its governmental funds. Budgetary comparison schedules are located on page 55 for the General Fund and on pages 66 - 68 for the other funds.

Proprietary funds. The District maintains one type of proprietary fund. An *internal service fund* is an accounting device used to accumulate and allocate costs internally among the District's various functions. The District uses its Internal Service Fund to account for its self-insured health coverage provided to employees and retirees. Because these services benefit governmental functions, they have been included within governmental activities in the government-wide financial statements. The basic Internal Service Fund financial statements can be found on pages 21 - 23.

Fiduciary funds. *Fiduciary funds* are used to account for resources held for the benefit of parties outside the District. The District is the fiduciary for the Defined Benefit, Defined Contribution, and Money Purchase Pension Plans as well as the Other Postemployment Benefit ("OPEB") Plan. The combined activities for these plans are reported in the Statement of Fiduciary Net Position – Pension and OPEB Trust Funds, and Statement of Changes in Fiduciary Net Position – Pension and OPEB Trust Funds on pages 24 - 25 of this report. Combining financial statements for the plans can be found on pages 64 - 65. The financial activities for these plans are excluded from the District's government-wide financial statements because the District cannot use the assets to finance its operations.

Notes to the financial statements

The *notes to the financial statements* provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 26 - 54 of this report.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information, which can be found on pages 55 - 63 of this report.

Government-wide Financial Analysis

The following summarizes the District's net position at September 30, 2024 and 2023.

	<u>2024</u>	<u>2023</u>
Current and other assets	\$135,316,631	\$103,448,058
Capital assets	40,839,367	40,042,235
Total assets	176,155,998	143,490,293
Deferred outflows of resources	2,403,370	6,695,908
Total assets and deferred outflows of resources	178,559,368	150,186,201
Current liabilities	5,544,487	4,908,537
Long term liabilities	6,460,784	7,464,112
Total liabilities	12,005,271	12,372,649
Deferred inflows of resources	10,156,185	3,695,841
Total liabilities and deferred inflows of resources	22,161,456	16,068,490
Net position:		
Net investment in capital assets	33,948,426	32,290,148
Restricted	22,730,812	12,533,223
Unrestricted	99,718,674	89,294,340
Total net position	\$156,397,912	\$134,117,711

As noted earlier, net position may serve over time as a useful indicator of the District's financial position. During the year ended September 30, 2024, the District increased its net position through operating results by \$22,280,201 and assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$156,397,912 as of the end of the fiscal year.

The largest portion of the District's net position is its net investment in capital assets (land, buildings, improvements, infrastructure, furniture and equipment, library books, intangible assets and construction in progress). The District uses capital assets to provide library services. Consequently, these assets are not available for future spending. The District does not have any general obligation debt associated with its capital assets. However, as a result of the implementation of Governmental Accounting Standards Board ("GASB") Statement No. 87, *Leases*, the District does have long-term liabilities associated with right-to-use capital assets. Also, with the implementation of GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*, the District has long-term liabilities associated with right-to-use subscription assets.

A second category of net position is referred to as restricted since the resources are related to net OPEB and/or net pension assets or are otherwise subject to external restrictions on how they can be used. This category includes funds donated to the District, which can only be used for specified purposes.

The last category, unrestricted, may be used to meet the District's ongoing obligations to citizens and creditors.

The following summarizes the District's governmental activities for the years ended September 30, 2024 and 2023.

	2024	2023
Program Revenues		
Charges for services	\$631,152	\$556,289
Operating grants and contributions	955,233	1,565,831
General Revenues		
Property taxes	68,992,498	61,604,263
Investment income	6,487,213	4,372,167
Miscellaneous	274,421	163,600
Total revenues	77,340,517	68,262,150
General Expenses		
Interest expense	234,221	257,612
Program Expenses		
Salaries and benefits	33,345,281	27,719,873
Operating	12,276,577	11,550,245
Depreciation	4,632,698	4,505,833
Materials	4,571,539	3,781,904
Total expenses	55,060,316	47,815,467
Changes in net position	22,280,201	20,446,683
Net position-beginning of year	133,774,025	113,327,342
Adjustment to net position	343,686	-
Net position-beginning as restated	134,117,711	-
Net position - end of year	\$156,397,912	\$133,774,025

- There was an increase in charges for services revenue in the amount of \$74,863 from fiscal year 2023 to fiscal year 2024. This is due to an increase in copy and print revenues (a result of reducing the per copy charge increased the demand for these services and generated additional revenue) and the net proceeds from the Neil Gaiman and Art Spiegelman event held in November of 2023 (these proceeds are being held in reserve to fund future events of similar caliber).
- Operating grants and contributions decreased by \$610,598 mainly due to reduced funding from the federal level and a reduction in funding from the Friends of the Library (the Friends provided one-time funding in fiscal year 2022-2023 to help pay for the Neil Gaiman and Art Spiegelman event) and the reduction in funding from the Sorosis Club of Orlando (the club provided a one-time funding of \$100,000 to help pay for the Library's Bookmobile).
- While the tax rate did not change, property taxes increased \$7,388,235 due to higher property values and new construction.
- Investment income increased by \$2,115,046 which is attributable to additional funds being invested, the Market performance and the Fed Fund Rate which continued to stay high through most of the year.
- Salaries and benefits increased by \$5,625,408 due to providing a 4% increase to existing staff; filling 40 vacant positions; and the associated benefit costs of Defined Benefit, Defined Contribution and Health Insurance.
- The \$726,332 increase in operating expenditures is due to increased costs for property insurance, Information Technology subscriptions and tax collector fees.

Fund Financial Analysis

As noted earlier, the District uses fund accounting to ensure and demonstrate compliance with finance related legal requirements. The District's governmental funds provide information on near-term inflows, outflows, and balances of spendable resources. Unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

The General Fund is used to account for all revenues and expenditures applicable to the general operations of the District, which are not required to be accounted for in another fund. Unassigned fund balance increased by \$6,281,867. This is mainly due to fiscal year 2023-2024 revenues exceeding expenditures and transfers out by \$6,515,022, of which \$233,155 was allocated between Nonspendable and Assigned. The balance of \$6,281,867 was placed in unrestricted reserves. There was an increase in property taxes, offset with increases in salaries and benefits and other operating expenditures. The District budgeted for no increase in the Unassigned Fund Balance. The fiscal year 2023-2024 Revenues and transfers in from constitutional officers were \$4.651M more than expected, mainly in Ad Valorem taxes and interest. Fiscal year 2023-2024 expenditures, including transfers out were \$1.864M less than budgeted, mainly due to the additional transfers to the Capital Projects and the Sinking Fund repairs off-setting the underspending in other operating cost areas. All these variances are explained in the government-wide discussion above. The net result is a positive increase to the General Fund.

The \$13,615,478 increase in the Capital Projects Fund was due to a \$13,000,000 transfer from the General Fund for future branch development and \$2,328,365 of investment earnings. The fund balance of \$54,080,448 includes 1) \$53,389,694, which is reserved for capital projects focused on future branch development, specifically the Horizon West and Lake Nona branches; 2) \$440,000 advance rent payment for the Lake Nona branch per the Lake Nona Land Lease; and 3) a \$250,754 escrow payment to create a demolition fund for the Horizon West branch per the Horizon West Land Lease Agreement.

The Capital Projects Sinking Fund was established to accumulate resources for future building improvements such as capital maintenance and major technology purchases. The assigned fund balance increased by \$1,307,524 during the year due to a \$1,000,000 transfer from the General Fund and \$307,524 of investment earnings. The total fund balance of \$6,556,342 includes 1) \$5,556,342 which is reserved for capital maintenance projects such as roofs and emergency repairs while waiting for insurance proceeds; and 2) \$1,000,000 reserve for emergency repairs specifically for the Horizon West branch per the Horizon West land lease agreement.

Fund balance in the Permanent Fund increased by \$291,604 from investment earnings. Of the ending fund balance, \$1,000,000 is non-spendable and the remaining \$612,632 is restricted for upgrades to the Melrose Center.

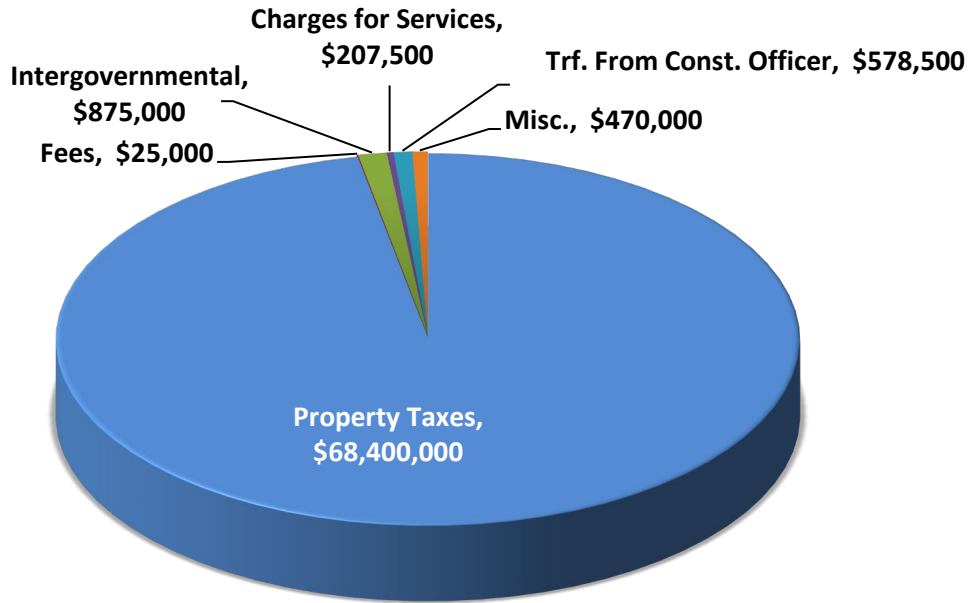
General Fund Budgetary Highlights

The District adopted a budget for its General Fund (see page 55) prior to the start of its fiscal year and did not amend it. Accordingly, the original and final budgets are the same. The General Fund budget is prepared on a basis consistent with accounting principles generally accepted in the United States of America, except for the following subject to GASB Statement No. 87 and 96, which are not budgeted: \$295,679 of capital outlay expenditures and \$295,679 of other financing sources-subscription liabilities issued.

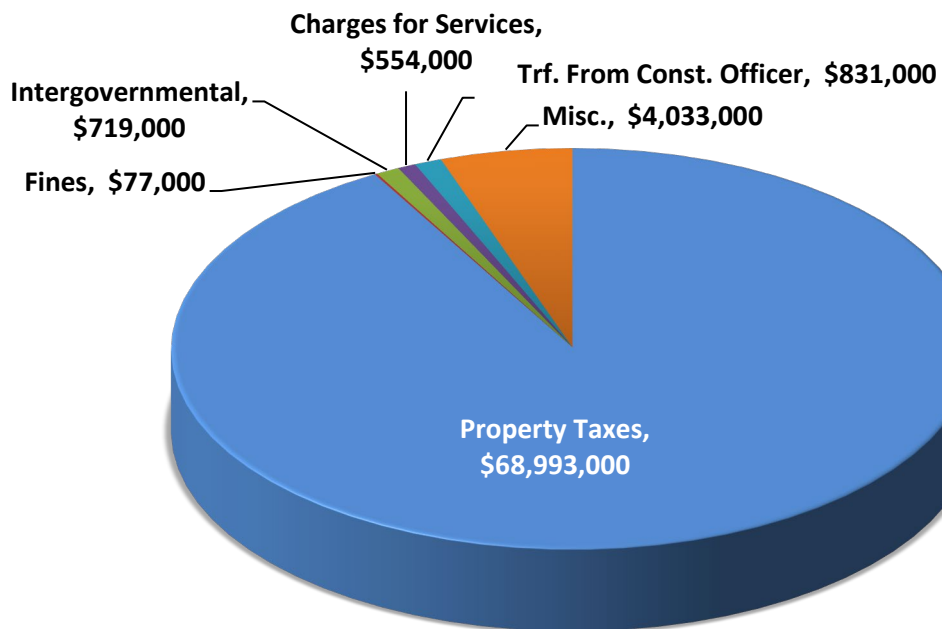
The following charts show the budget versus actual for revenues and expenditures (rounded to nearest one thousand).

GENERAL FUND

Budgeted Revenues and Transfers - \$70,556,000

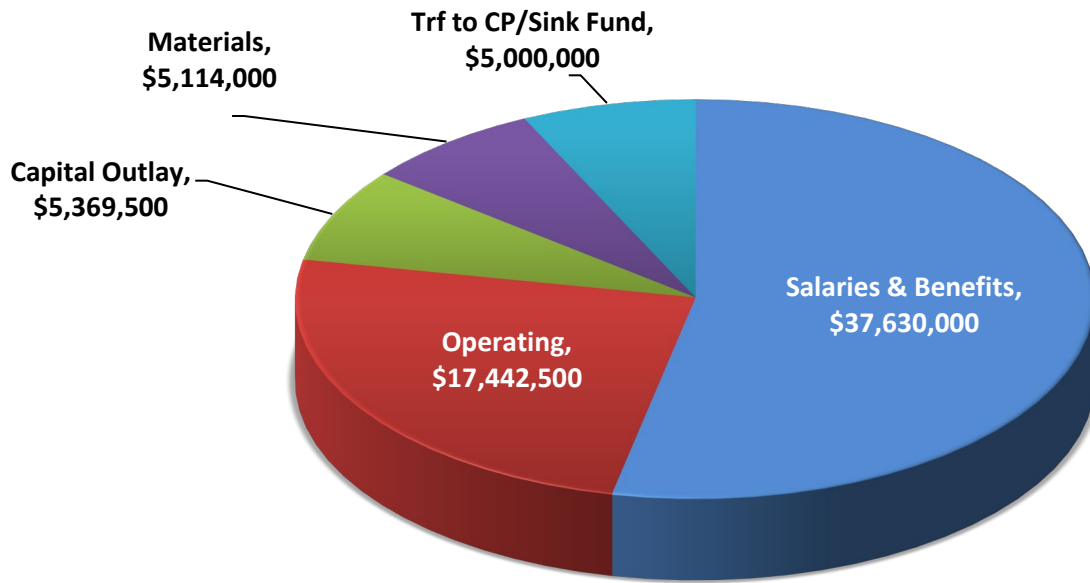


Actual Revenues and Transfers - \$75,207,000

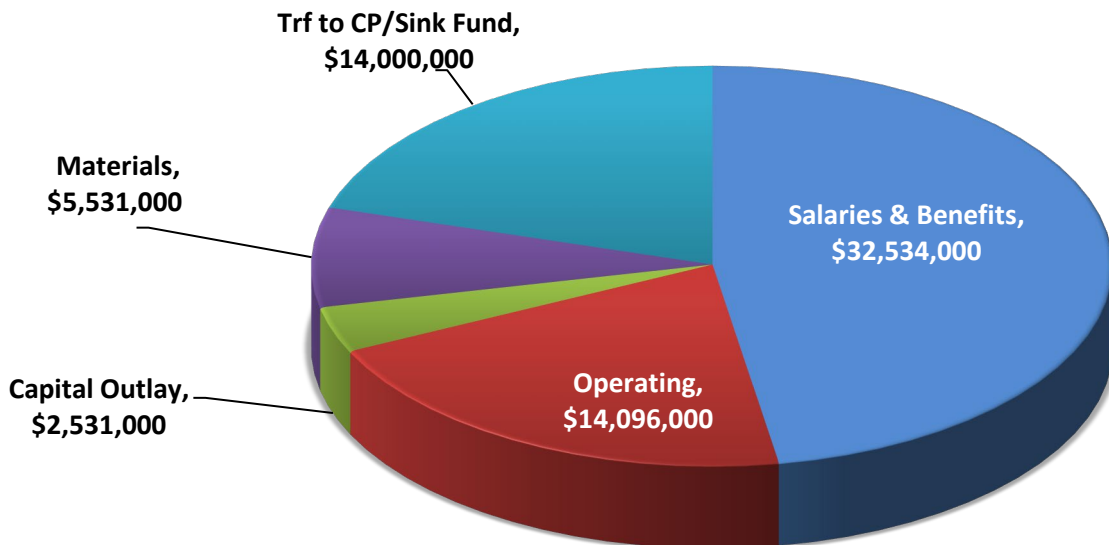


GENERAL FUND

Budgeted Expenditures and Transfers - \$70,556,000



Actual Expenditures and Transfers - \$68,692,000



The following summarizes significant variations between the amounts budgeted and the actual amounts for the General Fund.

Property Taxes – The District budgets 95% of the taxes levied to be in compliance with State requirements. However, the District traditionally receives more property taxes than budgeted.

Intergovernmental Revenues – Actual county, state and federal grant revenues received during the year were \$155,626 less than budgeted. This is mainly due to federal funds to libraries being reduced.

Charges for Services – Charges for services increased by \$398,652 due to higher than anticipated revenues from Fees and Lost Materials, Fee Cards and Copies/Prints as a result of changes in policy and pricing. Additionally, the Neil Gaiman/Art Spiegelman event generated \$41,204 in net proceeds which were set aside in a reserve account for future signature author events.

Investment Income - Investment income revenue was higher than budgeted by \$3,357,907 due to the District's conservative budgeting approach for investments combined with stronger than anticipated market conditions.

Miscellaneous - Included in miscellaneous revenues, the District recognized \$25,505 from Truist for the Commercial Card program rebate. This came in higher than what was budgeted.

Salaries and Benefits – The salaries and benefits were under budget by \$5,096,256 mainly due to organizational restructuring and having budgeted positions vacant throughout the fiscal year.

Operating – The District expended \$14,096,410 of the \$17,442,500 operating budget. The underspend of \$3,346,090 was a result of the following:

- \$627,372 savings in Supplies – Hardware/Software as a result of deferring replacing out-of-warranty PCs, tablets and printers.
- \$472,321 savings in Repairs & Maintenance due to mainly bundling electrical and plumbing repairs into a project and capitalizing the cost; and also utilizing staff versus contractors to perform some of the repairs.
- \$392,800 savings in Supplies & Supplies-Programming due to bookmobile being delayed until fiscal year 2025-2026, and reduction in the cost for office supplies and janitorial supplies.
- \$312,304 savings in IT Subscriptions/Maintenance Contracts mainly due to re-evaluating current contracts, not renewing some and change vendors on others.
- \$267,252 savings in Other Contractual Services due to lower than anticipated cost increase of Orlando Police, Orange County Sheriff's and security guard hourly rates.
- \$248,257 savings in Rent/Leases due to lower than budgeted rental increases.

- \$202,137 savings in Delivery/Postage due to lower than anticipated increase in Home Delivery fees.
- \$190,932 savings in Telecommunications due to reducing the number of hot-spots available for patrons to check-out.
- \$165,081 in savings for Professional Services as a result of capitalizing design and engineering costs.
- \$467,634 savings in various other accounts.

Capital Outlay – Of the total \$10,483,500 budget, this category was underspent by \$2,421,725 primarily due to the roofing project's \$1.25M material purchase being delayed into fiscal year 2024-2025. Equipment and Furniture was underspent by \$560,547 mainly due to the bookmobile not being delivered until fiscal year 2025-2026 and Hardware/Software being underspent by \$785,094 as the network upgrade and computer replacements were pushed back to fiscal year 2024-2025.

Capital Assets

The District's capital assets, net of accumulated depreciation/amortization, consist of the following at September 30, 2024 and 2023.

	<u>2024</u>	<u>2023</u>
Land	\$3,349,802	\$3,349,802
Buildings and building improvements	23,115,336	23,345,173
Right-to-use leased buildings	5,605,397	6,416,064
Infrastructure	704,896	746,900
Furniture and equipment	1,992,857	1,976,092
Right-to-use leased equipment	343,631	458,174
Right-to-use subscription asset	400,650	288,615
Library books and audiovisual materials	2,085,117	2,215,242
Intangible assets-software & website development	148,660	184,639
Construction in progress	<u>3,093,021</u>	<u>1,061,534</u>
Total Capital Assets	<u><u>\$40,839,367</u></u>	<u><u>\$40,042,235</u></u>

Significant capital asset purchases included the following:

- The meeting rooms at the Main Library were refreshed at a total cost of \$732,551.
- Upgraded the Library's network equipment for \$229,771.
- The Main Library server room HVAC was replaced at a total cost of \$159,371.
- Sound booths at the Melrose Center were updated at a total cost of \$44,872.

Additional information on the District's capital assets can be found on page 38 of this report.

Long-term Liabilities

The District's long-term liabilities consist of the following at September 30, 2024 and 2023.

	<u>2024</u>	<u>2023</u>
Accrued compensated absences	\$3,436,453	\$3,031,813
Lease liabilities	6,377,231	7,187,827
Subscription liabilities	308,850	210,115

Additional information on the District's long-term liabilities can be found on page 39 - 41 of this report.

Financial outlook

Based in the current housing market values holding steady and not decreasing, combined with the number of new housing permits and commercial permits being applied for, the District sees a steady 1% to 3% growth in property taxes per year over the next several years. Universal's EPIC Theme Park is scheduled to open in the Summer of 2025, which will have a significant impact on property taxes for fiscal year 2026-2027. The Horizon West and the Lake Nona branches are scheduled to open in fiscal year 2025-2026. The operating costs for these branches have been included into the District's long-range operating and financial plan.

Requests for Financial Information

This report is designed to provide a general overview of the District's finances and to show accountability for the money it receives. Questions concerning any of the information provided in this report or requests for additional information should be directed to:

Lovevia Williams, CPA, Finance Manager
Orange County Library District
101 East Central Blvd.
Orlando, Florida 32801

BASIC FINANCIAL STATEMENTS

ORANGE COUNTY LIBRARY DISTRICT

Statement of Governmental Net Position

September 30, 2024

Assets and Deferred Outflows of Resources

Cash and cash equivalents	\$ 5,998,716
Investments	107,521,269
Due from other governmental agencies	732,568
Due from OPEB Trust Fund	221,757
Other receivables	107,330
Inventory	151,527
Prepaid items	873,555
Net pension asset	8,962,856
Net OPEB asset	10,747,053
Nondepreciable capital assets	6,442,823
Depreciable/amortizable capital assets (net of accumulated depreciation/amortization)	<u>34,396,544</u>
Total assets	176,155,998
Deferred outflows of resources related to pension and OPEB	<u>2,403,370</u>
Total assets and deferred outflows of resources	<u>178,559,368</u>

Liabilities and Deferred Inflows of Resources

Accrued salaries payable	613,262
Other accrued liabilities	32,477
Accounts payable	964,798
Claims payable	272,200
Long-term liabilities:	
Due within one year: Compensated absences, lease and subscription liabilities	3,661,750
Due beyond one year: Compensated absences, lease and subscription liabilities	<u>6,460,784</u>
Total liabilities	12,005,271
Deferred inflows of resources related to pension and OPEB	<u>10,156,185</u>
Total liabilities and deferred inflows of resources	<u>22,161,456</u>

Net Position

Net investment in capital assets	33,948,426
Restricted for:	
Net pension and OPEB asset	19,709,909
Nonexpendable endowments	1,157,517
Melrose Center and Horizon West and Lake Nona Branch agreements	1,863,386
Unrestricted	<u>99,718,674</u>
Total net position	<u>\$ 156,397,912</u>

See notes to financial statements.

ORANGE COUNTY LIBRARY DISTRICT

Statement of Governmental Activities

Year Ended September 30, 2024

Program expenses:

Salaries and benefits	\$ 33,345,281
Operating	12,276,577
Depreciation/amortization	4,632,698
Electronic materials	4,571,539

Total program expenses

54,826,095

Program revenues:

Charges for services	631,152
Operating grants and contributions	955,233

Total program revenues

1,586,385

Net program revenues (expenses)

(53,239,710)

General expenses:

Interest expense	234,221
------------------	---------

General revenues:

Property taxes	68,992,498
Investment income	6,487,213
Miscellaneous	274,421

Total general revenues

75,754,132

Net general revenues

75,519,911

Change in net position

22,280,201

Net position - beginning of year

133,774,025

Adjustments to net position

343,686

Net position - beginning as restated

134,117,711

Net position - end of year

\$ 156,397,912

See notes to financial statements.

ORANGE COUNTY LIBRARY DISTRICT

**Balance Sheet
Governmental Funds
September 30, 2024**

	General	Capital Projects	Capital Projects Sinking	Permanent	Total Governmental Funds
Assets					
Cash and cash equivalents	\$ 2,017,012	\$ 2,040,194	\$ 136,515	\$ 1,858	\$ 4,195,579
Investments	43,086,189	51,682,398	6,419,800	1,623,654	102,812,041
Due from other governmental agencies	732,568	-	-	-	732,568
Due from other funds	7,000	-	-	-	7,000
Other receivables	81,851	1,803	27	2	83,683
Inventory	151,527	-	-	-	151,527
Prepaid items	433,555	440,000	-	-	873,555
Total assets	46,509,702	\$ 54,164,395	\$ 6,556,342	\$ 1,625,514	\$ 108,855,953
Liabilities and Fund Balances					
Liabilities:					
Accounts payable	\$ 881,144	\$ 77,772	\$ -	\$ 5,882	\$ 964,798
Accrued salaries payable	613,262	-	-	-	613,262
Due to other funds	-	-	-	7,000	7,000
Other accrued liabilities	21,940	6,175	-	-	28,115
Total liabilities	1,516,346	83,947	-	12,882	1,613,175
Fund Balances:					
Nonspendable:					
Inventory	151,527	-	-	-	151,527
Prepaid items	433,555	-	-	-	433,555
Lake Nona - Advance Rent Payment	-	440,000	-	-	440,000
Annetta O'B Walker Trust Fund	4,000	-	-	-	4,000
A.P. Phillips Jr. Memorial Fund	100,000	-	-	-	100,000
Perce C. and Mary M. Gullet Memorial Fund	19,805	-	-	-	19,805
Willis H. Warner Memorial Fund	33,712	-	-	-	33,712
Kendrick B. Melrose Donation	-	-	-	1,000,000	1,000,000
Restricted For:					
Horizon West - Demolition Fund	-	250,754	-	-	250,754
Melrose Center Operations	-	-	-	612,632	612,632
Horizon West - Emergency Repair Fund	-	-	1,000,000	-	1,000,000
Committed To:					
Strategic Plan	4,000,000	-	-	-	4,000,000
Edmund L. Murray Estate Fund	724,689	-	-	-	724,689
Arthur Sondheim Estate Fund	39,941	-	-	-	39,941
Vivian Esch Estate Fund	44,198	-	-	-	44,198
Assigned To:					
N. Gaiman Event Proceeds	41,204	-	-	-	41,204
Capital Projects	-	53,389,694	5,556,342	-	58,946,036
Unassigned:	39,400,725	-	-	-	39,400,725
Total fund balances	44,993,356	54,080,448	6,556,342	1,612,632	107,242,778
Total liabilities and fund balances	46,509,702	\$ 54,164,395	\$ 6,556,342	\$ 1,625,514	\$ 108,855,953

Total fund balances	\$ 107,242,778
Capital assets reported in government-wide financial statements	40,839,367
Net pension asset reported in the government-wide financial statements	8,962,856
Net OPEB asset reported in the government-wide financial statements	10,747,053
Long-term liabilities reported in government-wide financial statements	(10,122,534)
Assets and liabilities of internal service fund included in government-wide financial statements	6,481,207
Deferred outflows of resources related to pensions and OPEB reported in government-wide financial statements	2,403,370
Deferred inflows of resources related to pensions and OPEB reported in government-wide financial statements	(10,156,185)
Net position of governmental activities	<u>\$ 156,397,912</u>

ORANGE COUNTY LIBRARY DISTRICT
Statement of Revenues, Expenditures, and Changes in Fund Balances
Governmental Funds
Year Ended September 30, 2024

	<u>General</u>	<u>Capital Projects</u>	<u>Capital Projects Sinking</u>	<u>Permanent</u>	<u>Total Governmental Funds</u>
Revenues:					
Taxes:					
Property	\$ 68,992,498	\$ -	\$ -	\$ -	\$ 68,992,498
Intergovernmental revenues:					
State aid to libraries	616,683	-	-	-	616,683
Federal grants	82,691	-	-	-	82,691
Other state grants	12,500	-	-	-	12,500
Municipal grants	7,500	-	-	-	7,500
Charges for services:					
Fees and lost materials	77,415	-	-	-	77,415
Copiers and printers	226,711	-	-	-	226,711
Other fees	327,026	-	-	-	327,026
Miscellaneous revenue:					
Investment income	3,520,907	2,328,365	307,524	330,417	6,487,213
Contributions	170,749	-	-	-	170,749
Other	340,910	-	-	-	340,910
Total revenues	<u>74,375,590</u>	<u>2,328,365</u>	<u>307,524</u>	<u>330,417</u>	<u>77,341,896</u>
Expenditures:					
Current:					
Salaries and benefits	32,533,744	-	-	-	32,533,744
Operating	12,048,099	-	-	11,034	12,059,133
Capital Outlay:					
Owned	7,951,655	1,712,887	-	27,779	9,692,321
Leasehold Improvements	110,120	-	-	-	110,120
Right-to-use assets	295,679	-	-	-	295,679
Debt service:					
Principal - leases	810,596	-	-	-	810,596
Principal - subscriptions	172,133	-	-	-	172,133
Interest - leases	223,268	-	-	-	223,268
Interest - subscriptions	10,953	-	-	-	10,953
Total expenditures	<u>54,156,247</u>	<u>1,712,887</u>	<u>-</u>	<u>38,813</u>	<u>55,907,947</u>
Revenues over expenditures	20,219,343	615,478	307,524	291,604	21,433,949
Other financing sources (uses):					
Subscription liabilities issued	295,679	-	-	-	295,679
Transfers in (out)	(14,000,000)	13,000,000	1,000,000	-	-
Total other financing sources (uses)	<u>(13,704,321)</u>	<u>13,000,000</u>	<u>1,000,000</u>	<u>-</u>	<u>295,679</u>
Net change in fund balances	6,515,022	13,615,478	1,307,524	291,604	21,729,628
Fund balances at beginning of year	<u>38,478,334</u>	<u>40,464,970</u>	<u>5,248,818</u>	<u>1,321,028</u>	<u>85,513,150</u>
Fund balances at end of year	<u>\$ 44,993,356</u>	<u>\$ 54,080,448</u>	<u>\$ 6,556,342</u>	<u>\$ 1,612,632</u>	<u>\$ 107,242,778</u>

See notes to financial statements.

ORANGE COUNTY LIBRARY DISTRICT
Reconciliation of the Statement of Revenues, Expenditures, and
Changes in Fund Balances of Governmental Funds to the
Statement of Governmental Activities
Year Ended September 30, 2024

Amounts reported for governmental activities in the statement of activities are different because:

Net change in fund balances - total governmental funds \$ 21,729,628

Governmental funds report all capital outlays as expenditures. However, in the statement of governmental activities the cost of capital outlay, other than electronic library books and other materials, is allocated over estimated useful lives and reported as depreciation/amortization expense. This is the amount of capital outlay not reported as electronic materials expense on the statement of governmental activities. 5,526,580

In the statement of governmental activities, a gain or loss on the disposition of capital assets is reported, whereas in the governmental funds, the proceeds received from disposition of capital assets increases financial resources. Thus, the change in net position differs from the change in fund balance by the net book value of capital assets disposed of. (96,750)

Depreciation/amortization of capital assets, not reported in governmental funds. (4,632,698)

Some items affecting expenses reported in the statement of governmental activities do not require the use of current financial resources and, therefore, are not reported in governmental funds, as follows:

Increase in net pension asset	5,677,370
Increase in accrued compensated absences	(404,640)
Decrease in lease liabilities	810,596
Increase in subscription liabilities	(98,735)
Increase in net OPEB asset	4,668,615

Deferred outflows and inflows of resources related to pensions and OPEB are applicable to future periods and, therefore, are not reported in the funds.

Decrease in deferred outflows of resources	(4,292,538)
Increase in deferred inflows of resources	(6,460,344)

Internal service funds are used by management to charge the costs of certain activities, such as insurance, to individual funds. The change in net position of internal service funds is reported with governmental activities. (146,883)

Change in net position of governmental activities \$ 22,280,201

ORANGE COUNTY LIBRARY DISTRICT
Statement of Net Position-
Internal Service Fund
September 30, 2024

Assets

Current Assets:

Cash and cash equivalents	\$ 1,803,137
Investments	4,709,228
Due from OPEB Trust Fund	221,757
Interest & dividend receivable	2,673
Accounts receivable	20,974

Total current assets	6,757,769
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Liabilities

Current Liabilities:

Claims payable	272,200
Accounts payable	4,362

Total current liabilities	276,562
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Unrestricted net position	\$ 6,481,207
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ORANGE COUNTY LIBRARY DISTRICT
Statement of Revenues, Expenses, and Changes in Net Position-
Internal Service Fund
Year Ended September 30, 2024

Operating Revenues	
Charges for services	\$ 3,674,891
	<u>3,674,891</u>
Total operating revenues	<u>3,674,891</u>
Operating Expenses	
Claims expenses	3,778,994
Stop loss insurance	257,566
Contractual services	66,193
	<u>4,102,753</u>
Total operating expenses	<u>4,102,753</u>
Operating loss	(427,862)
Nonoperating Revenues	
Investment earnings	280,979
	<u>280,979</u>
Total nonoperating revenues	<u>280,979</u>
Change in net position	(146,883)
Net position - beginning of year	6,284,404
Adjustments to net position	343,686
	<u>6,628,090</u>
Net position - beginning as restated	<u>6,628,090</u>
Net position - end of year	<u>\$ 6,481,207</u>

See notes to financial statements.

ORANGE COUNTY LIBRARY DISTRICT
Statement of Cash Flows-
Internal Service Fund
Year Ended September 30, 2024

Cash flows from operating activities	
Receipts from charges for services	\$ 3,854,526
Cash payments for claims and expenses	<u>(4,519,995)</u>
Net cash used in operating activities	<u>(665,469)</u>
 Cash flows from investing activities	
Purchase of investments	(100,546)
Sale of investments	87,359
Income from investments	<u>27,975</u>
Net cash provided in investing activities	<u>14,788</u>
 Net decrease in cash and cash equivalents	 (650,681)
 Cash and cash equivalents, October 1, 2023	 <u>2,453,818</u>
 Cash and cash equivalents, September 30, 2024	 <u><u>\$ 1,803,137</u></u>
 Reconciliation of operating loss to cash flows used in operating activities	
Operating loss	\$ (427,862)
Adjustments to reconcile operating loss to net cash used by operating activities:	
Decrease in receivables	3,814
Increase in due from OPEB Trust Fund	(45,936)
Decrease in claims payable and accounts payable	<u>(195,485)</u>
 Net cash used in operating activities	 <u><u>\$ (665,469)</u></u>

See notes to financial statements.

ORANGE COUNTY LIBRARY DISTRICT
Statement of Fiduciary Net Position-
Pension and Other Postemployment Benefit Trust Funds
September 30, 2024

Assets

Cash and cash equivalents	\$ 664,430
Accounts receivable	2,225
Interest and dividend receivable	332
Notes receivable from plan participants	176,314
Prepaid items	1,250
Investments:	
Commingled account:	
Fixed income	18,104,782
Mutual funds:	
Domestic equities	74,284,113
International equities	26,256,999
Stable value	6,043,637
Fixed income	13,252,690
Real estate	<u>3,692,117</u>
Total investments	<u>141,634,338</u>
Total assets	<u>142,478,889</u>

Liabilities

Accounts payable	27,683
Due to Internal Service Fund	<u>221,757</u>
Total liabilities	<u>249,440</u>

Net Position

Restricted for:	
Pensions	117,845,661
Other postemployment benefits	<u>24,383,788</u>
Total net position	<u><u>\$ 142,229,449</u></u>

See notes to financial statements.

ORANGE COUNTY LIBRARY DISTRICT
Statement of Changes in Fiduciary Net Position-
Pension and Other Postemployment Benefit Trust Funds
Year Ended September 30, 2024

Additions:

Employer contributions:	
General Fund	\$ 4,775,189
Employee contributions:	
Loan Interest	10,799
Investment gain	28,874,639
Investment expenses	<u>(80,674)</u>
Total additions	<u><u>33,579,953</u></u>

Deductions:

Benefits paid to participants	5,019,170
Administrative expenses	<u>77,563</u>
Total deductions	<u><u>5,096,733</u></u>

Change in net position	28,483,220
Net position - beginning of year	<u>113,746,229</u>
Net position - end of year	<u><u>\$ 142,229,449</u></u>

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 1 - Summary of significant accounting policies

Reporting entity

The Orange County Library District (the "District") was established by a special state legislative act, Chapter 80-555, Laws of Florida, approved by referendum on September 9, 1980 as an independent special taxing district, to provide library services for Orange County, Florida (exclusive of the Cities of Winter Park and Maitland). The original act, as amended, was recodified into Chapter 99-486, Laws of Florida.

The District's Governing Board is comprised of the Board of County Commissioners of Orange County, Florida (the "County") and one member appointed by the City Council of the City of Orlando, Florida. A five-member Board of Trustees (the "Board") is appointed by the Governing Board to manage, administer and operate all library facilities and services of the District. The District is a component unit of the County because the District's Governing Board is substantially the same as that of the County and the District is fiscally dependent on the County for issuance of bonded debt.

Government-wide and fund financial statements

The government-wide financial statements (i.e., the statement of governmental net position and the statement of governmental activities) report information on all of the nonfiduciary activities of the District. With the exception of interfund services provided and used, the effect of interfund activity has been removed from these statements.

The statement of governmental activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include 1) charges to customers who purchase, use, or directly benefit from goods or services provided by a given function and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds and pension and other postemployment benefit trust funds, even though the trust funds are excluded from the government-wide financial statements. All of the District's individual governmental funds are reported as major and are presented as separate columns in the fund financial statements.

Measurement focus, basis of accounting, and financial statement presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting under governmental accounting standards, as are the internal service and pension and other postemployment benefit trust fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as eligibility requirements have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 1 - Summary of significant accounting policies (continued)

For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures related to leases, subscription-based technology agreements, compensated absences and claims and judgments are recorded only when payment is due.

Property taxes and investment earnings associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the District.

The Internal Service Fund distinguishes operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from claims activities, whereas non-operating items consist of investing activities.

Governmental Funds - The District reports the following governmental funds, all of which are major funds:

General Fund is used to account for all revenues and expenditures applicable to the general operations of the District, except those required to be accounted for in another fund. It also includes the debt service expenditures associated with the financing of the long-term lease and subscription liabilities.

Capital Projects Fund is used to account for resources designated to construct or acquire capital assets and major improvements.

Capital Projects Sinking Fund is used to accumulate resources for the future construction or acquisition of capital assets and major improvements.

Permanent Fund is used to account for resources that are legally restricted to the extent that only earnings, and not principal, are used for purposes that support the District's programs.

Proprietary Funds - The District reports the Internal Service Fund to account for health self insurance activities.

Fiduciary Funds - The District reports pension and other postemployment benefit trust funds to account for the activities of the Defined Benefit, Defined Contribution, and Money Purchase Pension Plans and the Other Postemployment Benefit Plan.

Budgetary requirements

Expenditures are controlled by appropriations in accordance with budgetary requirements set forth in the Florida Statutes. The budgeted revenues and expenditures in the accompanying financial statements reflect any amendments approved by the Board of Trustees.

ORANGE COUNTY LIBRARY DISTRICT

**Notes to Financial Statements
Year Ended September 30, 2024**

Note 1 - Summary of significant accounting policies (continued)

Budgets for the governmental fund types were adopted on a basis consistent with generally accepted accounting principles ("GAAP"), except for General Fund capital outlay expenditures, other financing sources-subscription liabilities issued and debt service principal and interest expenditures, which are not budgeted.

Budgets are not adopted for the internal service, pension, and other postemployment benefit trust funds. Expenditures cannot exceed appropriations by fund level. Appropriations lapse at the close of the fiscal year to the extent that they have not been expended.

Cash and cash equivalents

Cash and cash equivalents include cash on hand, demand deposits, and money market accounts. Investments in external pools, including Florida Prime and Florida Safe, are considered investments.

Investments

Investments are stated at fair value, net asset value ("NAV") or amortized cost, which approximate fair value. Investment income includes all realized and unrealized gains and losses. Interest and dividend income is recognized on the accrual basis.

Inventory and prepaid items

Inventory is stated at cost on the basis of the "first-in", "first-out" method of accounting. The effect of this method is to flow costs through operations in the order in which the items were purchased. Inventory and prepaid costs are recorded as expenditure at the time individual items are consumed (consumption method).

Capital assets

Capital assets consist of facilities and equipment used in the District's operations and are recorded as expenditures in the General Fund, Capital Projects Fund, Capital Projects Sinking Fund, or Permanent Fund at the time goods are received or a lease has commenced, and a liability is incurred. Capital assets are defined by the District as assets with an initial, individual cost of at least \$1,000 and an estimated useful life in excess of two years or more and leasehold improvements with a cost of at least \$100,000 and an estimated useful life in excess of two or more years. They are capitalized as assets in the government-wide financial statements, except library books and right-to-use assets, which are capitalized at historical cost. Right-to-use assets are assets for leased facilities and equipment and Information technology-based subscriptions, which are capitalized at an amount equal to the initial measurement of the lease or subscription liability, adjusted for any lease payments made prior to the lease term, plus certain initial direct costs. Right-to-use assets are amortized over the life of the related lease or subscription term.

The District capitalizes library books and similar audiovisual materials using a composite method. Annually, purchased additions are capitalized at cost. Fully depreciated materials are reported as deletions from capital assets in the year after they become fully depreciated.

Land and construction in progress are not depreciated. All other capital assets are depreciated or amortized using the straight-line method over the following estimated useful lives:

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 1 - Summary of significant accounting policies (continued)

Assets	Years
Buildings	40
Building and leasehold improvements	15
Right-to-use leased buildings	5 - 18
Infrastructure	15
Furniture and equipment	4 - 10
Library books & audiovisual materials	4
Right-to-use leased equipment	6
Right-to-use subscription assets	2 - 4
Intangible assets	4

Accumulated depreciation and amortization are recorded from the date each asset was placed in service. The District's sole function is to provide library service. As a result, depreciation and amortization expense on capital assets is deemed to be a direct expense and is not subject to allocation. Donated assets are recorded as capital assets at acquisition value upon the date of donation.

Compensated absences

It is the policy of the District to permit employees to accumulate earned but unused leave benefits, a limited amount of which will be paid to employees upon separation from service. Unpaid compensated absences are recorded as a liability when the benefits are earned in the government-wide financial statements. The General Fund liquidates accrued compensated absences.

For governmental funds, there is no legal requirement to accumulate expendable available financial resources to liquidate the obligation; thus expenditures are recognized in the governmental funds when payments are made to employees.

Lease liabilities

As a lessee, the District recognizes lease liabilities with an initial, individual value of \$1,000 or more in the government-wide financial statements. At the commencement of a lease, the District initially measures the lease liability at the present value of payments expected to be made during the lease term. Subsequently, the lease liability is reduced by the principal portion of lease payments made. The recognition and treatment of the corresponding right-to-use assets are discussed in the 'Capital assets' subsection of Note 1. The District uses its estimated incremental borrowing rate as the discount rate for leases. The lease terms include the noncancellable periods of the leases, and the lease payments included in the measurement of the lease liability are composed of fixed payments.

The District monitors changes in circumstances that would require a remeasurement of its leases and will remeasure the lease assets and liabilities if certain changes occur that are expected to significantly affect the amount of the lease liabilities.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 1 - Summary of significant accounting policies (continued)

Subscription liabilities

The District recognizes IT-based subscription liabilities with an initial, individual value of \$1,000 or more in the government-wide financial statements. At the commencement of a term, the District initially measures the subscription liability at the present value of payments expected to be made during the subscription term. Subsequently, the subscription liability is reduced by the principal portion of lease payments made. The recognition and treatment of the corresponding right-to-use assets are discussed in the 'Capital assets' subsection of Note 1. The District uses its estimated incremental borrowing rate as the discount rate for subscriptions. The subscription terms include the noncancellable periods, and the subscription payments included in the measurement of the liability are composed of fixed payments.

The District monitors changes in circumstances that would require a remeasurement of its subscriptions and will remeasure the subscription assets and liabilities if certain changes occur that are expected to significantly affect the amount of the subscription liabilities.

Deferred outflows and inflows of resources

For purposes of measuring changes in the net pension and net other postemployment benefit ("OPEB") assets for the District's Defined Benefit Pension Plan and Other Postemployment Benefit Plan, differences between expected and actual experience that are not charged to expense in the current period are recorded as deferred outflows and inflows of resources in the Statement of Governmental Net Position.

Net Position

Net position represents the difference between assets plus deferred outflows of resources and liabilities plus deferred inflows of resources. Net investment in capital assets consists of capital assets, net of accumulated depreciation and associated liabilities. Net position is reported as restricted when a net pension or net OPEB asset is reported or when there are otherwise limitations imposed on their use either through external restrictions imposed by creditors or grantors. The District applies restricted resources when an expense is incurred for purposes for which both restricted and unrestricted net position are available.

Fund Balance Reporting

Fund balance for the District is reported in classifications that comprise a hierarchy based primarily on the extent to which the District is bound to honor constraints on the specific purposes for which amounts of the fund can be spent.

There are two major types of fund balances, which are spendable and nonspendable. Nonspendable fund balances cannot be spent because they are not expected to be converted to cash or they are legally or contractually required to remain intact. Examples of this classification are prepaid items, inventories, and principal of an endowment or trust funds.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 1 - Summary of significant accounting policies (continued)

Spendable fund balances are expended based on a hierarchy of spending constraints, as follows:

- **Restricted** – Fund balances that are constrained by external parties, constitutional provisions, or enabling legislation.
- **Committed** – Fund balances that contain self-imposed constraints of the government from its highest level of decision-making authority. Committed fund balances are reported pursuant to resolutions approved by the District's Board of Trustees and can only be modified or rescinded through resolutions approved by the District's Board of Trustees.
- **Assigned** – Fund balances that contain self-imposed constraints of the government to be used for a particular purpose. Assignments may be made by the District's Board of Trustees, the Executive Director, or the Chief Financial Officer. No formal policy exists for assigning fund balances.
- **Unassigned** – Fund balance of the General Fund that is not constrained for any particular purpose. The General Fund is the only fund that reports a positive unassigned fund balance amount. In other governmental funds it is not appropriate to report a positive unassigned fund balance amount.

However, in governmental funds other than the General Fund, if the expenditures incurred for specific purposes exceed the amounts that are restricted, committed, or assigned to those purposes, it may be necessary to report a negative unassigned fund balance in that fund.

For purposes of the Statement of Governmental Net Position, nonspendable endowments are presented as restricted. The District does not have a formal policy related to the order of spending, but when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the District considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the District considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the District's Board of Trustees has provided otherwise in its commitment or assigned actions.

Tax status

The District was granted 501(c) (3) status by the Internal Revenue Service and is not subject to Federal Income Taxes.

Use of estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities as of the financial statement date and the reported amounts of revenues and expenses or expenditures during the reporting period. Actual results could differ from those estimates.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 2 - Deposits and investments

At September 30, 2024, the District had the following deposits and investments:

	Fair Value
General Governmental Deposits, Cash Equivalents and Investments:	
Deposits (demand accounts)	\$ 2,316,624
Internal Pooled Cash Equivalents (money market accounts)	1,877,097
	4,193,721
Internal Pooled Investments (FL Prime and FL Safe)	101,188,387
	105,382,108
Permanent Fund Deposits and Investments:	
Deposits (demand accounts)	1,858
Mutual Funds - Equity Securities	1,113,306
Mutual Funds - Fixed Income	510,348
	1,625,512
Internal Service Fund Deposits, Cash Equivalents and Investments:	
Deposits (demand account)	1,715,779
Internal Pooled Cash Equivalents (money market accounts)	87,358
	1,803,137
Internal Pooled Investments (FL Prime and FL Safe)	4,709,228
	6,512,365
Defined Contribution Pension Plan Investments:	
Mutual Funds - Equity Securities	28,226,859
Mutual Funds - Fixed Income	6,661,172
Mutual Funds - Stable Value	4,531,476
Mutual Funds - Real Estate	126,988
	39,546,495
Money Purchase Pension Plan Investments:	
Mutual Funds - Equity Securities	12,923,774
Mutual Funds - Fixed Income	1,762,818
Mutual Funds - Stable Value	1,512,161
Mutual Funds - Real Estate	58,293
	16,257,046
Defined Benefit Pension Plan Deposits, Cash Equivalents and Investments:	
Deposits (demand account)	3,651
Cash Equivalents (money market accounts)	445,493
Commingled Account - Fixed Income	18,104,782
Mutual Funds - Equity Securities	39,830,821
Mutual Funds - Real Estate	3,506,836
	61,891,583
OPEB Retirement Health Benefit Plan Deposits and Investments:	
Deposits (demand account)	215,286
Mutual Funds - Equity Securities	19,559,658
Mutual Funds - Fixed Income	4,828,700
	24,603,644
Total Deposits, Cash Equivalents and Investments	\$ 255,818,753

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 2 - Deposits and investments (continued)

Fair Value Measurement of Investments

The District categorizes its fair value measurements using level 1, quoted prices in active markets for identical assets.

At September 30, 2024, the District's fair value categorizations of investment fair value measurements were as follows:

	<u>Fair Value</u> <u>9/30/2024</u>	<u>Quoted Prices in</u> <u>Active Markets</u> <u>for Identical</u> <u>Assets</u> <u>(Level 1)</u>
Mutual funds:		
Domestic equities	\$ 75,074,108	\$ 75,074,108
International equities	26,580,310	26,580,310
Stable value	6,043,637	6,043,637
Fixed income	13,763,038	13,763,038
Real estate	3,692,117	3,692,117
	<u>125,153,210</u>	<u>\$ 125,153,210</u>
Investments reported at amortized cost:		
Florida PRIME	53,062,393	
Florida SAFE	52,835,222	
	<u>105,897,615</u>	
Investments measured at net asset value:		
Reams Columbus Core Plus Bond Fund (commingled account)	18,104,782	
Total investments	<u>\$ 249,155,607</u>	

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 2 - Deposits and investments (continued)

The District's investment in Florida PRIME, an external investment pool, is measured at amortized cost. Florida PRIME is a qualifying investment pool, essentially operating as a money market fund. There are currently no limitations as to the frequency of redemptions; however, Florida PRIME has the ability to impose restrictions on withdrawals should a material event occur.

The District also uses Florida SAFE, an external investment pool, which is available to local governments, to invest general governmental revenues. Florida SAFE's general investment strategy includes safety of capital, liquidity of funds, transparency and investment income, in that order. This investment is redeemable upon notice. The investment in Florida SAFE is measured at amortized cost.

District investments measured at NAV are as follows:

Reams Columbus Core Plus Bond Fund, LLC – The District's Defined Benefit Pension Plan uses this commingled fund to invest in fixed income securities. The fund is valued on the last business day of each month. This investment is redeemable of the first business day of each month, requiring three business days' notice.

Investment Policies and Risks

General Governmental and Internal Service Fund Investments

The District pools its general governmental and Internal Service Fund surplus funds for investment purposes and these investments are managed in accordance with an Investment Policy Statement ("Statement"). The Statement authorizes investments in Florida intergovernmental investment pools, such as Florida PRIME and Florida SAFE, Securities and Exchange Commission registered money market funds, interest bearing time deposits, and direct obligations of the U.S. Treasury. Although the District's Statement does not address credit and interest rate risk, the limited nature of the authorized investments effectively minimizes any exposure. The District's pooled general governmental and Internal Service Fund cash equivalents and investments include the following at September 30, 2024:

Fund/Investment	Type	Credit Quality	Weighted Average Maturity (years)	General/ Cap Projs/Cap Sink Funds	Internal Service Fund
Federated Government Obligations Fund	Money Market	AAAm	27 days	\$ 1,157,190	\$ 53,854
Federated Treasury Obligations Fund	Money Market	AAAm	28 days	719,907	33,504
Florida SAFE		AAAm	31 days	50,485,659	2,349,563
Florida PRIME		AAAm	39 days	<u>50,702,728</u>	<u>2,359,665</u>
Total Pooled Investments				103,065,484	4,796,586
Bank Deposits				<u>2,316,624</u>	<u>1,715,779</u>
Total Bank Deposits and Investments				<u>\$ 105,382,108</u>	<u>\$ 6,512,365</u>

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 2 - Deposits and investments (continued)

Permanent Fund Investments

Investments in the Permanent Fund are managed in accordance with a Special Funds Investment Policy Statement ("Statement"). The Statement sets the following asset allocation guidelines: 60% for domestic and foreign equity securities and 40% for fixed income and cash securities. The Statement authorizes investments in domestic and foreign equities, mutual funds, stable value accounts, corporate bonds, real estate investments trusts, exchange traded funds, commingled funds, and cash equivalents. The Permanent Fund investments, other than equity security mutual funds, were as follows at September 30, 2024:

Fund/Investment	Type	Credit Quality	Weighted Average Maturity (years)	Fair Value
Vanguard High Yield Corporate Fund	Fixed Income	BB	3.70	\$ 294,686
Vanguard Total Bond Market Index Fund	Fixed Income	AA	8.40	215,662
				<u>\$ 510,348</u>

Defined Contribution Pension Plan Investments

Participants in this Plan, including all District employees, self-direct investments from a variety of mutual funds offered through the MissionSquare Retirement. Accordingly, the District has not adopted an investment policy for this Plan. Defined Contribution Pension Plan investments, other than equity security mutual funds and real estate mutual funds, were as follows at September 30, 2024:

Fund/Investment	Type	Credit Quality	Weighted Average Maturity (years)	Fair Value
Fidelity US Bond Index Fund	Fixed Income	AA	8.20	\$ 205,215
Western Asset Core Plus Bond Fund	Fixed Income	A	10.55	223,310
Fidelity Inflation-Protected Bond Fund	Fixed Income	AAA	7.40	158,160
Various - Multi-Allocation Mutual Funds	Fixed Income	N/A	N/A	6,074,487
Total Fixed				<u>\$ 6,661,172</u>
Plus Fund	Stable Value	Aa3	4.70	\$ 1,881,376
Various - Multi-allocation Mutual Funds	Stable Value	N/A	N/A	2,650,100
Total Stable Value				<u>\$ 4,531,476</u>

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 2 - Deposits and investments (continued)

Money Purchase Pension Plan Investments

Participants in this Plan self-direct investments from a variety of mutual funds offered through the MissionSquare Retirement. Accordingly, the District has not adopted an investment policy for this Plan. Money Purchase Pension Plan investments, other than equity security mutual funds and real estate mutual funds, were as follows at September 30, 2024:

Fund/Investment	Type	Credit Quality	Weighted Average Maturity (years)	Fair Value
Fidelity US Bond Index Fund	Fixed Income	AA	8.20	\$ 102,813
Western Asset Core Plus Bond Fund	Fixed Income	A	10.55	89,717
Fidelity Inflation-Protected Bond Fund	Fixed Income	AAA	7.40	37,942
Various - Multi-Allocation Mutual Funds	Fixed Income	N/A	N/A	1,532,346
Total Fixed				<u>\$ 1,762,818</u>
Plus Fund	Stable Value	Aa3	4.70	\$ 521,615
Various - Multi-Allocation Mutual Funds	Stable Value	N/A	N/A	990,546
				<u>\$ 1,512,161</u>

Defined Benefit Pension Plan Investments

Investments in the Plan are managed in accordance with an Investment Policy Statement (Statement). This Statement sets the following guidelines: 40% for domestic equity securities, 25% for foreign equity securities and 35% for fixed income and cash securities. The Statement authorizes investments in domestic equities, mutual funds, stable value accounts, money market funds, corporate bonds, real estate investment trusts, exchange traded funds, commingled funds, and cash equivalent accounts.

The Statement states that the average credit quality of the fixed income portfolio shall be AA- or higher and the average rating of the mortgage portion of the portfolio must hold a credit rating of at least AA. As a means of limiting its exposure to interest rate risk, the Statement states that the average duration of the fixed income portfolio shall be less than 150% of the duration of the Barclays Capital aggregate Bond Index. Defined Benefit Pension Plan investments, other than equity security mutual funds and real estate mutual funds, were as follows at September 30, 2024:

Fund/Investment	Type	Average Credit Quality	Weighted Average Maturity (years)	Fair Value
Fidelity Institutional Government Portfolio	Money Market	AAA	0.08	<u>\$ 445,493</u>
Reams Columbus Core Plus Bond Fund	Fixed Income	AA-A	9.80	<u>\$ 18,104,782</u>

ORANGE COUNTY LIBRARY DISTRICT

**Notes to Financial Statements
Year Ended September 30, 2024**

Note 2 - Deposits and investments (continued)

OPEB Retirement Health Benefit Plan Investments

Investments in the Plan are managed in accordance with an Investment Policy Statement ("Statement"). The Statement sets the following guidelines: 70% for domestic and foreign equity securities and 30% for fixed income and cash securities. The Statement authorizes investments in domestic and foreign equities, mutual funds, stable value accounts, corporate bonds, real estate investments trusts, exchange traded funds, comingled funds, and cash equivalents. The Plan is completely funded by the District. The OPEB Retirement Health Benefit Plan investment, other than equity security mutual funds, was as follows at September 30, 2024:

Fund/Investment	Type	Credit Quality	Weighted Average Maturity (years)	Fair Value
Vanguard Short-term Bond Index Fund	Fixed Income	AA	2.80	<u>\$ 4,828,700</u>

Due to the nature of the District's investments, there is no exposure to custodial credit risk, concentration of credit risk or foreign currency risk.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 3 - Capital assets

Capital asset activity for the year ended September 30, 2024, was as follows:

	<u>Balances</u> <u>Oct. 1, 2023</u>	<u>Increases</u>	<u>Decreases</u>	<u>Balances</u> <u>Sept. 30, 2024</u>
Governmental activities:				
<i>Capital assets not being depreciated:</i>				
Land	\$ 3,349,802	\$ -	\$ -	\$ 3,349,802
Construction in progress	1,061,534	2,968,281	(936,794)	3,093,021
Total capital assets not being depreciated	<u>4,411,336</u>	<u>2,968,281</u>	<u>(936,794)</u>	<u>6,442,823</u>
<i>Capital assets being depreciated/amortized:</i>				
Buildings and building/leasehold improvements	56,613,814	1,479,917	(225,838)	57,867,893
Right-to-use leased buildings	8,037,398	-	-	8,037,398
Infrastructure	986,029	20,608	-	1,006,637
Furniture and equipment	6,590,087	716,881	(539,798)	6,767,170
Right-to-use leased equipment	687,261	-	-	687,261
Right-to-use subscription asset	404,193	295,679	(71,563)	628,309
Library books and audiovisual materials	5,677,562	959,133	(1,245,116)	5,391,579
Intangible assets - software & website development	763,823	22,875	(1,299)	785,399
Total capital assets being depreciated/amortized	<u>79,760,167</u>	<u>3,495,093</u>	<u>(2,083,614)</u>	<u>81,171,646</u>
Less accumulated depreciation/amortization for:				
Buildings and building/leasehold improvements	33,268,641	1,655,568	(171,652)	34,752,557
Right-to-use leased buildings	1,621,334	810,667	-	2,432,001
Infrastructure	239,129	62,612	-	301,741
Furniture and equipment	4,613,995	674,466	(514,148)	4,774,313
Right-to-use leased equipment	229,087	114,543	-	343,630
Right-to-use subscription asset	115,578	166,730	(54,649)	227,659
Library books and audiovisual materials	3,462,320	1,089,258	(1,245,116)	3,306,462
Intangible assets - software & website development	579,184	58,854	(1,299)	636,739
Total accumulated depreciation/amortization	<u>44,129,268</u>	<u>4,632,698</u>	<u>(1,986,864)</u>	<u>46,775,102</u>
Total capital assets being depreciated/amortized, net	<u>35,630,899</u>	<u>(1,137,605)</u>	<u>(96,750)</u>	<u>34,396,544</u>
Governmental activities capital assets, net	<u>\$ 40,042,235</u>	<u>\$ 1,830,676</u>	<u>\$ (1,033,544)</u>	<u>\$ 40,839,367</u>

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 4 - Long-term liabilities

A summary of changes in long-term liabilities is as follows:

	<u>Balance October 1, 2023</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance September 30, 2024</u>	<u>Due Within One Year</u>
Accrued compensated absences	\$ 3,031,813	\$ 3,234,722	\$ 2,830,082	\$ 3,436,453	\$ 2,588,488
Lease liabilities	7,187,827	-	810,596	6,377,231	853,773
Subscription liabilities	210,115	295,679	196,944	308,850	219,489
	<u>\$ 10,429,755</u>	<u>\$ 3,530,401</u>	<u>\$ 3,837,622</u>	<u>\$ 10,122,534</u>	<u>\$ 3,661,750</u>

The General Fund liquidates accrued compensated absences and lease liabilities.

On October 1, 2021, the District entered into a 62-month lease as a lessee for the South Trail Branch location. An initial lease liability was recorded in the amount of \$547,328. As of September 30, 2024, the value of the lease liability is \$251,080. The District is required to make monthly principal and interest payments of \$9,614 to \$10,199 through November 2026. The lease has an interest rate of 3.25%. The value of the right-to-use lease asset as of September 30, 2024 is \$229,524, net of accumulated amortization of \$317,804.

On October 1, 2021, the District entered into a 212-month lease as a lessee for the Fairview Shores Branch location. An initial lease liability was recorded in the amount of \$2,241,007. As of September 30, 2024, the value of the lease liability is \$2,005,382. The District is required to make monthly principal and interest payments of \$12,544 to \$16,552 through May 2039. The lease has an interest rate of 3.25%. The value of the right-to-use lease asset as of September 30, 2024 is \$1,860,458, net of accumulated amortization of \$380,549.

On October 1, 2021, the District entered into a 99-month lease as a lessee for the Hiawasse Branch location. An initial lease liability was recorded in the amount of \$1,265,553. As of September 30, 2024, the value of the lease liability is \$868,342. The District is required to make monthly principal and interest payments of \$14,206 to \$15,675 through December 2029. The lease has an interest rate of 3.25%. The value of the right-to-use lease asset as of September 30, 2024 is \$805,352, net of accumulated amortization of \$460,201.

On October 1, 2021, the District entered into a 161-month lease as a lessee for the Southeast Branch location. An initial lease liability was recorded in the amount of \$1,822,262. As of September 30, 2024, the value of the lease liability is \$1,525,127. The District is required to make monthly principal and interest payments of \$13,022 to \$15,873 through February 2035. The lease has an interest rate of 3.25%. The value of the right-to-use lease asset as of September 30, 2024 is \$1,414,800, net of accumulated amortization of \$407,462.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 4 - Long-term liabilities (continued)

On October 1, 2021, the District entered into an 88-month lease as a lessee for the Dr. Phillips Branch location. An initial lease liability was recorded in the amount of \$1,726,177. As of September 30, 2024, the value of the lease liability is \$1,090,836. The District is required to make monthly principal and interest payments of \$21,880 to \$23,018 through January 2029. The lease has an interest rate of 3.25%. The value of the right-to-use lease asset as of September 30, 2024 is \$1,020,014 net of accumulated amortization of \$706,163.

On October 1, 2021, the District entered into a 98-month lease as a lessee for the Eatonville Branch location. An initial lease liability was recorded in the amount of \$435,071. As of September 30, 2024, the value of the lease liability is \$287,695. The District is required to make monthly fixed principal and interest payments of \$5,047 through November 2029. The lease has an interest rate of 3.25%. The value of the right-to-use lease asset as of September 30, 2024 is \$275,249, net of accumulated amortization of \$159,822.

On October 1, 2021, the District entered into a 72-month lease as a lessee for the Bibliotecha RFID workstations and self-check out equipment. An initial lease liability was recorded in the amount of \$687,261. As of September 30, 2024, the value of the lease liability is \$348,769. The District is required to make annual fixed principal and interest payments of \$123,893 through October 2026. The lease has an interest rate of 3.25%. The value of the right-to-use lease asset as of September 30, 2024 is \$343,631, net of accumulated amortization of \$343,630.

The future principal and interest lease payments as of September 30, 2024, were as follows:

Year Ending September 30,	<u>Principal</u>	<u>Interest</u>
2025	\$ 853,773	\$ 196,337
2026	898,713	167,979
2027	839,102	139,426
2028	735,450	112,190
2029	585,429	89,501
2030-2034	1,558,761	277,302
2035-2039	<u>906,003</u>	<u>67,104</u>
TOTAL	<u>\$ 6,377,231</u>	<u>\$ 1,049,839</u>

ORANGE COUNTY LIBRARY DISTRICT

**Notes to Financial Statements
Year Ended September 30, 2024**

Note 4 - Long-term liabilities (continued)

As of September 30, 2024, the District had fifteen (15) active information technology arrangements for intangible right-to-use subscription software (subscriptions). The subscriptions have payments that range from \$0 to \$41,100 and interest rates that range from 4.35% to 6.00%. The final payment runs through August 2026. As of September 30, 2024, the value of the subscription liabilities is \$308,850. The value of the right-to-use subscription asset as of September 30, 2024 is \$400,650, net of accumulated amortization of \$227,659.

For the year ended September 30, 2024, there were no variable payments not included in the measurement of the subscription liability, termination penalties, commitments before the beginning of the subscription terms or any impairment losses.

The future principal and interest subscription payments as of September 30, 2024, were as follows:

Year Ending September 30,	<u>Principal</u>	<u>Interest</u>
2025	\$ 219,489	\$ 13,879
2026	<u>89,361</u>	<u>4,293</u>
TOTAL	<u>\$ 308,850</u>	<u>\$ 18,172</u>

The District has not issued debt in the last ten years and wasn't authorized to issue long-term debt (i.e., bonds) in fiscal year 23-24.

Note 5 - Interfund Balances and Transfers

The composition of interfund balances as of September 30, 2024 is as follows:

<u>Due From:</u>	<u>Due To Internal Service Fund</u>
OPEB Trust Fund	\$221,757

The \$221,757 balance represents the health insurance claims activities of retirees ages 55-64.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 5 - Interfund Balances and Transfers (continued)

The table below details interfund transfers during the year ended September 30, 2024.

Transfers Out	Transfer In Capital Projects Fund	Transfer In Capital Projects Sinking Fund
General Fund	\$13,000,000	\$1,000,000

\$13,000,000 was transferred from the General Fund to the Capital Projects Fund to fund future branch expansion projects. \$1,000,000 was transferred from the General Fund to the Capital Projects Sinking Fund to fund future facilities repairs/replacements.

Note 6 - Pension plans

Defined Benefit Pension Plan

Plan description - The District administers a single employer, defined benefit pension plan (Defined Benefit Pension Plan for Employees of the Orange County Library District) (“Plan”) covering full-time employees hired on or prior to December 31, 2006. Eligibility for vesting begins on date of hire, whereas benefit accrual begins after one year of service. Plan provisions and contribution requirements are established and outlined in the Plan document, which may be amended by the District’s Board of Trustees. The Board of Trustees appoints three employees to administer the Plan in accordance with the Plan document. Separate, stand-alone financial statements for the Plan are not prepared.

At January 1, 2024, the date of the latest actuarial valuation, Plan participation consisted of:

Retirees and beneficiaries receiving benefits	149
Terminated employees entitled to benefits but not yet receiving them	58
Employees transferred to the Money Purchase Plan	12
Active employees	46
	265

Benefits - The Plan provides retirement benefits calculated as 2% of the member's final 5 year average salary out of the last ten years of employment times the member's years of service. Members with 10 years of service are eligible to retire at age 55 with a reduced benefit (5% reduction for each year earlier than age 65). Benefit terms provide for a 2% annual cost of living adjustment subsequent to the member's retirement date.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 6 - Pension plans (continued)

Contributions - The District is obligated by the Plan document to make periodic contributions, which are recognized in the period that they are due and the employer has made a final commitment to provide the contributions. The required contributions are actuarially determined and include normal costs. Employer contribution rates are determined using the entry age normal cost method.

The actuarial determined contribution under the entry age normal method is calculated as \$364,118. However, the District contributed \$1,250,000, which was determined by management for the year ended September 30, 2024. Employees do not make contributions to the plan. The Schedule of Employer Contributions, presented as required supplementary information following the notes to the financial statements, presents multi-year information about the contributions made by the District for the last ten years.

Actuarial assumptions - The total pension liability was determined using the following actuarial assumptions, which were also used in the most recent actuarial report prepared as of January 1, 2024:

Investment rate of return	6.25%
Projected salary increases	5.0%
Inflation rate	2.0%
Cost of living adjustments	2.0% per annum
Mortality table	PubG-2010, Below-Median, Amounts-Weighted Mortality Tables (by gender), with generational improvement scale MP2018

Investments - Plan investments are managed in accordance with an Investment Policy Statement ("Statement"), which was approved and can be amended by the District's Board of Trustees. The Statement, which authorizes investments in domestic and international equities, fixed income securities, and real estate investment trusts, provides the following allocation guidelines. The long term expected real rate of return, provided on an arithmetic basis, is also indicated for each investment allocation outlined in the Statement as follows:

	Allocation Guideline	Long Term Expected Rate of Return
Domestic equities	40%	9%
International equities	25%	6%
Fixed income	35%	1%
Real estate investments trusts	N/A	7%

Specific investments exceeding 5% of the Plan's net position consisted of the following; Reams Columbus Core Plus Bond Fund, Vanguard Russell 3000 Index Mutual Fund, Vanguard Small Cap Index Mutual Fund, Vanguard International Growth Mutual Fund, Vanguard Total International Stock Index Mutual Fund, Vanguard Emerging Markets Stock Index Mutual Fund and Vanguard Real Estate Index Mutual Fund.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 6 - Pension plans (continued)

For the fiscal year ended September 30, 2024, the annual money-weighted rate of return on Plan investments was 22.27%. The money-weighted rate of return expresses investment performance, net of investment expenses, adjusted for the changing amounts actually invested.

Discount rate - The discount rate used to measure the total pension liability was 6.25%. The projection of cash flows used to determine this discount rate assumed that the District would continue to fund the actuarially determined contribution. Based on this assumption and the investment long term expected rate of return for each asset class, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments. Therefore, the long term expected rate of return on Plan investments was applied to all periods of projected benefit payments to determine total pension liability.

Changes in net pension asset - The net pension asset at September 30, 2024 is based on a January 1, 2024 actuarial valuation rolled forward using actuarial methods to the September 30, 2024 measurement date. The components of changes during fiscal 2024 are as follows:

Changes in Net Pension Asset

	Total Pension Liability (a)	Plan Fiduciary Net Position (b)	Net Pension Asset (a) - (b)
Balances at 10/1/2023	\$47,911,620	\$51,197,106	(\$3,285,486)
Changes for the year:			
Service Cost	268,132	-	268,132
Interest	3,157,140	-	3,157,140
Differences between expected and actual experience	69,521	-	69,521
Changes of assumptions	4,357,874		4,357,874
Contributions - employer	-	1,250,000	(1,250,000)
Net investment income	-	12,299,297	(12,299,297)
Benefits payments, including refunds of employee contributions	(2,861,337)	(2,861,337)	-
Administrative expense	-	(19,260)	19,260
Net changes	4,991,330	10,668,700	(5,677,370)
Balances at 9/30/2024	\$52,902,950	\$61,865,806	(\$8,962,856)

The plan fiduciary net position as a percentage of the total pension liability is 116.94%.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 6 - Pension plans (continued)

The following presents the net pension asset, using the discount rate of 6.25%, as well as what it would be if it were calculated using a discount rate that is 1% lower (5.25%) and 1% higher (7.25%) than the current rate:

	1% Decrease - 5.25%	Current Rate- 6.25%	1% Increase- 7.25%
Net pension asset	(\$2,782,380)	(\$8,962,856)	(\$14,173,227)

Pension benefit and deferred outflows and deferred inflows of resources related pensions - For the year ended September 30, 2024, the District recognized pension expense of \$3,352,256. At September 30, 2024, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 76,721	\$ -
Changes in assumptions	843,459	-
Net difference between projected & actual earnings on pension plan investments	-	3,754,219
	\$ 920,180	\$ 3,754,219

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended September 30:

2025	\$	296,042
2026		995,117
2027		(2,295,264)
2028		(1,829,934)

Defined Contribution Pension Plan

Plan description - The District administers a single employer, defined contribution pension plan (Defined Contribution Plan and Trust for Employees of Orange County Library District (as amended and restated effective January 1, 2002 with subsequent amendments thereto)) (the Defined Contribution Plan) in lieu of participation in Social Security. Plan provisions and contribution requirements are established and outlined in the Defined Contribution Plan document, which may be amended by the District's Board of Trustees. Separate, stand-alone financial statements for the Defined Contribution Plan are not prepared.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 6 - Pension plans (continued)

All employees are eligible to participate in the Defined Contribution Plan from date of hire. At September 30, 2024, there were 780 participants and the fair value of the Defined Contribution Plan investments was \$39,546,495.

Contributions - The District is obligated by the Defined Contribution Plan document to make contributions equal to seven and one-half percent (7.5%) of the Annual Compensation of each member. For the year ended September 30, 2024, the District contributed \$1,748,347 to the Defined Contribution Plan. Such contributions from the District are recognized as revenue by the Defined Contribution Plan when due and the employer has made a final commitment to provide the contributions. The amounts credited to the accounts of employees shall be 100% vested at all times.

Payment of benefits – Benefits paid to participants are recorded when due and payable in accordance with the terms of the Defined Contribution Plan document.

Administrative costs – Administrative costs are paid through the participant plan accounts.

Money Purchase Pension Plan

Plan description – The District administers a single employer defined contribution plan (Money Purchase Plan and Trust for Employees of the Orange County Library District) (the Money Purchase Plan) for full time employees hired on or after January 1, 2007. In addition to new hires, existing participants in the District's Defined Benefit Pension Plan were given a one time opportunity to freeze their benefits in that plan and begin participating in the Money Purchase Plan. Sixty-six participants in the Defined Benefit Pension Plan made this election in May 2007.

Plan provisions and contribution requirements are established and outlined in the Money Purchase Plan document, which may be amended by the District's Board of Trustees. Separate, stand-alone financial statements for the Money Purchase Plan are not prepared.

Employees are eligible to participate in the Money Purchase Plan from date of hire. At September 30, 2024, there were 418 participants and the fair value of the Money Purchase Plan investments was \$16,257,046.

Contributions – The District is obligated by the Money Purchase Plan document to make contributions equal to nine percent (9%) of Annual Compensation of each member. For the year ended September 30, 2024, the District contributed \$1,466,044 to the Money Purchase Plan. Such contributions from the District are recognized as revenue by the Money Purchase Plan when due and when the employer has made a final commitment to provide contributions. Participants become fully vested in the District's contributions after one year from date of hire.

Payment of benefits- Benefits paid to participants are recorded when due and payable in accordance with the terms of the Money Purchase Plan document.

Administrative costs- Administrative costs are financed through the participant plan accounts.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 7 - Other Postemployment Benefit Plan

Plan Description – The District administers a single-employer defined benefit other postemployment benefit plan (“OPEB Plan”) and can amend the benefit provisions. In accordance with its Employee Handbook and Collective Bargaining Agreements (“CBA”) previously in effect, the District provides health care insurance coverage and a limited life insurance benefit to those employees who retire under the terms of the District’s Defined Benefit Pension Plan on or after attaining age 55 with at least 10 years of service.

In accordance with State Law, all retiring employees must be provided access to the District’s group health insurance coverage. For non CBA retirees hired prior to January 1, 2007, the District pays the entire cost of this coverage. Non CBA retirees hired after this date, who have attained age 60 and 15 years of full-time service, will receive a monthly benefit based on their years of full-time service. The funds will be deposited annually into a Health Reimbursement Account for each eligible retiree. For CBA retirees hired prior to December 9, 2004 and retired prior to October 9, 2008, the District pays a fixed reimbursement with the balance of the cost of the District’s group coverage being paid by the retiree. CBA retirees who retired on or after October 9, 2008, but before decertification of the Collective Bargaining Unit in 2015, receive a service-based dollar discount towards premiums paid for coverage. Spouses/Dependents of retirees may be covered at the retirees’ option, but retirees are responsible for the full cost of the coverage.

Retirees are eligible to participate in the District’s dental plan. The premiums of non CBA retirees, under the age of 65 and who have their medical coverage, are paid in full by the District. All other retirees are required to pay the entire stated premium. All retirees are responsible for the cost of spousal/dependent coverage.

\$1,000 of life insurance is provided to all retirees.

In March 2007, the District established a qualifying trust and began funding its OPEB Plan obligation. Separate stand-alone financial statements for the trust are not prepared.

As of January 1, 2024, the date of the latest actuarial valuation, plan participation consisted of:

Retirees and beneficiaries receiving benefits	121
Active employees	<u>301</u>
Total Plan Participants	<u><u>422</u></u>

Funding Policy - The District has the authority to establish and amend the funding policy for its OPEB Plan. For the year ended September 30, 2024, the District contributed \$310,798, which was based on the actuarially determined amount per the January 1, 2023 OPEB Actuarial Report. It is the District’s intent to base future contributions on the actuarially determined amounts in subsequent annual actuarial reports.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 7 - Other Postemployment Benefit Plan (continued)

Contributions - Employer contributions to the OPEB Plan are recognized as revenue when due and the employer has made a final commitment to provide the contributions. The required contributions are actuarially determined and include normal costs. Employer contribution rates are determined using the Entry Age Normal Cost Method.

Employees do not make contributions to the plan. The Schedule of Contributions, presented as required supplementary information following the notes to the financial statements, presents multi-year information about the contributions made by the District for the last eight years.

If CBA retirees elect to participate in the District's group health insurance coverage, they are responsible for paying the difference between the cost of this coverage and the fixed reimbursement, which varies depending on the retirement date. All retirees are responsible for contributing the entire cost of any spouse/dependent coverage.

Payment of Benefits and Refunds - Benefits and refunds paid to participants are recorded when due and payable in accordance with terms of the OPEB Plan.

Actuarial methods and assumptions - Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

Valuation Date	January 1, 2024
Actuarial cost method	Entry Age Normal Cost Method
Amortization method	Level dollar
Amortization period	Closed 5 year period
Asset valuation method	Market Value
Actuarial assumptions:	
Investment rate of return	6.25% Compounded annually
Inflation rate	2.50% general price inflation annual rate
Projected annual salaries increases	4.50%, including inflation

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 7 - Other Postemployment Benefit Plan (continued)

Mortality tables Pub-2010 Headcount Weighted General Below Median Employee Tables for active members, Pub-2010 Headcount Weighted General Below Median Healthy Retiree Tables for non-disabled inactive members and Pub-2010 Headcount Weighted General Disabled Retiree Tables for disabled inactive members.

Healthcare cost trend rate Monthly medical and prescription benefits are assumed to increase each year according to the rates in the following table:

Annual Increase Rates

Year	Medical/Rx	Gross Premium Contribution
2025	6.50%	6.50%
2026	6.00%	6.00%
2027	5.90%	5.90%
2028	5.75%	5.75%
2029	5.59%	5.59%
2030	5.44%	5.44%
2031	5.28%	5.28%
2032	5.04%	5.04%
Thereafter	5.13% - 4.04%	5.13% - 4.04%

Investments - Plan investments are managed in accordance with an Investment Policy Statement (Statement), which was approved and can be amended by the District's Board of Trustees. The Statement, which authorizes investments in domestic and international equities, fixed income securities, and real estate investment trusts, provides the following allocation guidelines. The long-term expected real rate of return, provided on an arithmetic basis, is also indicated for each investment allocation outlined in the Statement as follows:

	Allocation Guideline	Long Term Expected Rate of Return
Domestic and International equities	70%	Domestic 9%, International 6%
Fixed income	30%	1%
Real estate investments trusts	N/A	7%

Specific investments exceeding 5% of the Plan's net position consist of the following: Vanguard Short-term Bond Index Mutual Fund, Vanguard Total Stock Market Index Mutual Fund, Vanguard Extended Market Index Mutual Fund and Vanguard Developed Markets Index Mutual Fund.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 7 - Other Postemployment Benefit Plan (continued)

For fiscal year ended September 30, 2024, the annual money-weighted rate of return on the Plan investments, net of investment expenses, was 12.29%. The money-weighted rate of return expresses investment performance, net of investment expenses, adjusted for the changing amounts actually invested.

Discount Rate - The discount rate used to measure the total OPEB asset was 6.25%. The projection of cash flows used to determine this discount rate assumed that the District would continue to fund the actuarially determined contribution. Based on this assumption and investment long-term expected rate of return for each asset class, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments. Therefore, the long-term expected rate of return on Plan investments was applied to all periods of projected benefit payments to determine total OPEB liability.

Changes in Net OPEB Asset - The Net OPEB Asset at September 30, 2024 is based on a January 1, 2024 actuarial valuation rolled forward using actuarial methods to the September 30, 2024 measurement date. The components of changes during fiscal 2024 are as follows:

Changes in Net OPEB Asset

	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Net OPEB Asset (a) - (b)
Balances at 10/1/2023	\$13,534,644	\$19,613,082	(\$6,078,438)
Changes for the year:			
Service Cost	319,311	-	319,311
Interest on the Total OPEB Liability	881,688	-	881,688
Differences between expected and actual experience	(875,568)	-	(875,568)
Changes in assumptions	355,701	-	355,701
Contributions - employer	-	310,798	(310,798)
Net investment income	-	5,038,949	(5,038,949)
Benefits payments	(579,041)	(579,041)	-
Net changes	102,091	4,770,706	(4,668,615)
Balances at 9/30/2024	\$13,636,735	\$24,383,788	(\$10,747,053)

The plan fiduciary net position as a percentage of the total OPEB liability is 178.81%.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 7 - Other Postemployment Benefit Plan (continued)

The following presents the Net OPEB Asset, using the discount rate of 6.25%, as well as what it would be if it were calculated using a discount rate that is 1% lower (5.25%) and 1% higher (7.25%) than the current rate:

	1% Decrease - 5.25%	Current Rate - 6.25%	1% Increase - 7.25%
Net OPEB Asset	(\$9,034,234)	(\$10,747,053)	(\$12,188,930)

The following presents the Net OPEB Asset using the same health care trend rates used in the most recent actuarial valuation, as well as what the Net OPEB Asset would be if it were calculated using a sequence of health care trend rates that are 1% lower and 1% higher.

	1% Trend Decrease 5.50% decreasing to 3.00%	Trend Rate Assumption 6.50% decreasing to 4.00%	1% Trend Increase 7.50% decreasing to 5.00%
Net OPEB Asset	(\$12,283,845)	(\$10,747,053)	(\$8,878,526)

OPEB benefit and deferred outflows and deferred inflows of resources related pensions - For the year ended September 30, 2024, the District recognized OPEB benefit of \$1,384,558. At September 30, 2024, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Net Deferred Outflows of Resources	Net Deferred Inflows of Resources
Difference between expected and actual experience	\$ 35,170	\$ 1,473,223
Changes in assumptions	1,448,020	2,300,519
Net difference between projected & actual earnings on OPEB plan investments	-	2,628,224
	\$ 1,483,190	\$ 6,401,966

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 7 - Other Postemployment Benefit Plan (continued)

Amounts reported as deferred outflows of resources (deferred inflows of resources) related to OPEB will be recognized in OPEB expense as follows:

Year ended September 30:

2025	\$ (1,279,894)
2026	(642,138)
2027	(1,648,783)
2028	(1,135,650)
2029	(211,153)
Thereafter	(1,158)

Updated procedures were applied to the Plan's January 1, 2024 actuarial valuation to roll forward the total OPEB asset to September 30, 2024.

Note 8 - Risk Management

The District became self-insured for employee health insurance, effective January 1, 2007. The District accounts for its self-insured assets, liabilities, net position and activities in an internal service fund.

The District's health internal service fund covers claims up to \$250,000 per individual. The District purchased stop loss coverage insurance that has an individual deductible of \$250,000.

The \$272,200 claims liability includes \$271,764 of actual and estimated claims incurred as of September 30, 2024, with the remaining amount representing shared service fees. Changes to the claims liability since the year ended September 30, 2022 are as follows:

Fiscal Year Ended	Balance October 1, Restated	Additions	Claim Payments	Balance September 30
9/30/2023	\$ 248,628	\$ 3,304,140	\$ (2,739,810)	\$ 812,958
9/30/2024	\$ 469,272	\$ 3,778,994	\$ (3,976,066)	\$ 272,200

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; injuries to employees; and natural disasters. In fiscal year 2024, the District contracted with various companies for insurance coverage. The companies provided coverage for workers compensation, property, liability, flood, public officials, fiduciary (pension), employment practices, storage tank and cyber liability. Settlements have not exceeded insurance coverage for each of the past three years.

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 9 - Property Taxes

Under Florida law, the assessment of all properties and the collections of all property taxes are provided by Orange County’s Property Appraiser and Tax Collector, who are elected officials. Ad valorem property taxes levied in September 2024 are for the purpose of financing the budget of the 2025 fiscal year. Property tax revenues recognized for the 2024 fiscal year were levied in September 2023.

The State legislative act, which established the District, permits the District to levy taxes up to 1 mill of assessed valuation for operating. The District’s Governing Board establishes the tax levy for the District, which included a Millage rate levied of .3748 mills for operating for the fiscal year ended September 30, 2024.

Key dates in the property tax cycle for revenues recognized in fiscal year 2024 include the following:

Assessment and valuation date	January 1, 2023
Property taxes levied	September 26, 2023
Beginning of fiscal year for which taxes have been levied	October 1, 2023
Tax bills rendered	November 1, 2023
Property taxes payable:	
Maximum discount (latest date)	November 30, 2023
Delinquent	April 1, 2024
Tax certificates sold on unpaid taxes	June 1, 2024

Note 10 – Correction of an Error Restatement

Governmental Accounting Standards Board Statement No. 100

The District implemented GASB Statement No. 100, *Accounting Changes and Error Corrections*, an amendment of GASB Statement No. 62 which is in effect for fiscal years beginning after June 15, 2023. This accounting pronouncement is intended to streamline the reporting of accounting changes and error corrections and the related disclosures in governmental financial reporting. See below for the impact of this statement on the District’s financial statements.

A. Correction of an Error in Previously Issued Financial Statements

During fiscal year 2024, it was discovered that the year end claims liability was overstated by \$343,686 in the prior year. The effect of correcting that error is shown in the table below.

B. Adjustments to and Restatements of Beginning Balances

During fiscal year 2024, an error correction resulted in adjustments to and restatements of the beginning net positions as follows:

ORANGE COUNTY LIBRARY DISTRICT
Notes to Financial Statements
Year Ended September 30, 2024

Note 10 – Correction of an Error Restatement (continued)

	9/30/2023		9/30/2023
	As Previously	Error	As Restated
	Reported	Correction	
Government-Wide			
Governmental Activities	<u>\$ 133,774,025</u>	<u>\$ 343,686</u>	<u>\$ 134,117,711</u>
Total Government-Wide	<u><u>\$ 133,774,025</u></u>	<u><u>\$ 343,686</u></u>	<u><u>\$ 134,117,711</u></u>
Internal Service Fund			
Major Fund	<u>\$ 6,284,404</u>	<u>\$ 343,686</u>	<u>\$ 6,628,090</u>
Total Internal Service Fund	<u><u>\$ 6,284,404</u></u>	<u><u>\$ 343,686</u></u>	<u><u>\$ 6,628,090</u></u>

Note 11 – Commitments

As of September 30, 2024 the Orange County Library District had the following commitments:

- Approximately \$1.675 million for design, engineering and pre-construction services for the Horizon West Branch, of which approximately \$261,600 was not incurred.
- Approximately \$1.925 million for design, engineering and pre-construction services for the Lake Nona Branch, of which approximately \$1.2 million was not incurred.
- Approximately \$1.225 million for design, engineering and pre-construction services for the Orlando Public Library (OPL) First Floor Renovation Project, of which approximately \$1.2 million was not incurred.
- Approximately \$513,000 for North Orange Branch Remediation, of which approximately \$418,000 was not incurred.

REQUIRED SUPPLEMENTARY INFORMATION

ORANGE COUNTY LIBRARY DISTRICT
Schedule of Revenues, Expenditures, and Changes in Fund Balance -
Budget and Actual - General Fund (Budgetary Basis)
Year Ended September 30, 2024

	<u>Original and Final Budgeted Amounts</u>	<u>Budgetary Basis Actual Amounts</u>	<u>Variance with Final Budget- Positive (Negative)</u>
Revenues:			
Taxes:			
Property	\$ 68,400,000	\$ 68,992,498	\$ 592,498
Intergovernmental revenues:			
State aid to libraries	200,000	616,683	416,683
Federal grants	575,000	82,691	(492,309)
Other state grants	100,000	12,500	(87,500)
Municipal grants	-	7,500	7,500
Charges for services:			
Fees and Lost Materials	25,000	77,415	52,415
Copies and Prints	75,000	226,711	151,711
Other fees	132,500	327,026	194,526
Miscellaneous revenue:			
Investment income	163,000	3,520,907	3,357,907
Contributions	135,000	170,749	35,749
Other	172,000	340,910	168,910
Total revenues	<u>69,977,500</u>	<u>74,375,590</u>	<u>4,398,090</u>
Expenditures:			
Current:			
Salaries and benefits	37,630,000	32,533,744	5,096,256
Operating	17,442,500	14,096,410	3,346,090
Capital outlay	10,483,500	8,061,775	2,421,725
Total expenditures	<u>65,556,000</u>	<u>54,691,929</u>	<u>10,864,071</u>
Revenues over expenditures	<u>4,421,500</u>	<u>19,683,661</u>	<u>15,262,161</u>
Other financing sources (uses):			
Transfers out	(5,000,000)	(14,000,000)	(9,000,000)
Transfers from constitutional officers	578,500	831,361	252,861
Total other financing sources (uses)	<u>(4,421,500)</u>	<u>(13,168,639)</u>	<u>(8,747,139)</u>
Net change in fund balance budgetary basis	<u>\$ -</u>	<u>6,515,022</u>	<u>\$ 6,515,022</u>
Fund balance at beginning of year		<u>38,478,334</u>	
Fund balance at end of year		<u>\$ 44,993,356</u>	

Note 1: The above schedule presentation differs from the governmental fund financial statements in that the above transfers from constitutional officers are netted against operating expenditures in the governmental fund financial statements and the debt service expenditures reflected in the governmental fund financial statements are budgeted in operating expenditures in this schedule.

Note 2: The General Fund budget is prepared on a basis consistent with accounting principles generally accepted in the United States of America, except for the following subject to GASB Statement No. 96, which are not budgeted: \$295,679 of capital outlay expenditures and \$295,679 of other financing sources-subscription liabilities issued.

ORANGE COUNTY LIBRARY DISTRICT
Defined Benefit Pension Plan
Schedule of Employer Contributions

Year Ended September 30,	Actuarially Determined Contribution	Actual Contribution	Contribution Excess (Deficiency)	Covered Payroll	Actual Contribution as a % of Covered Payroll
2015	\$ 614,847	\$ 614,847	\$ -	\$ 5,169,894	11.9%
2016	\$ 806,723	\$ 806,723	\$ -	\$ 4,807,950	16.8%
2017	\$ 809,614	\$ 809,614	\$ -	\$ 4,775,367	17.0%
2018	\$ 570,718	\$ 570,718	\$ -	\$ 4,314,180	13.2%
2019	\$ 970,762	\$ 970,762	\$ -	\$ 4,134,169	23.5%
2020	\$ 624,944	\$ 850,002	\$ 225,058	\$ 3,880,611	21.9%
2021	\$ 435,097	\$ 629,000	\$ 193,903	\$ 4,125,334	15.2%
2022	\$ 354,746	\$ 900,000	\$ 545,254	\$ 3,498,061	25.7%
2023	\$ 305,517	\$ 1,400,000	\$ 1,094,483	\$ 3,327,406	42.1%
2024	\$ 364,118	\$ 1,250,000	\$ 885,882	\$ 3,453,532	36.2%

ORANGE COUNTY LIBRARY DISTRICT
Defined Benefit Pension Plan
Schedule of Changes in Net Pension Liability (Asset)

	2024	2023	2022	2021	2020
Total pension liability					
Service cost	\$ 268,132	\$ 299,237	\$ 395,546	\$ 424,009	\$ 459,840
Interest	3,157,140	3,073,720	3,038,449	2,999,934	3,277,367
Differences between expected and actual experience	69,521	729,211	(87,805)	(269,474)	(605,583)
Changes in assumptions	4,357,874	-	-	-	(4,827,703)
Benefit payments, including refunds of employee contributions	(2,861,337)	(2,809,935)	(2,647,399)	(2,466,398)	(2,292,852)
Net change in total pension liability	4,991,330	1,292,233	698,791	688,071	(3,988,931)
Total pension liability - beginning	47,911,620	46,619,387	45,920,596	45,232,525	49,221,456
Total pension liability - ending (A)	\$ 52,902,950	\$ 47,911,620	\$ 46,619,387	\$ 45,920,596	\$ 45,232,525
Plan fiduciary net position					
Employer contributions	\$ 1,250,000	\$ 1,400,000	\$ 900,000	\$ 629,000	\$ 850,002
Net investment income (loss)	12,299,297	5,462,733	(12,372,666)	11,520,251	4,239,562
Benefit payments, including refunds of employee contributions	(2,861,337)	(2,809,935)	(2,647,399)	(2,466,398)	(2,292,852)
Administrative expense	(19,260)	(18,568)	(19,289)	(19,208)	(17,503)
Net change in plan fiduciary net position	10,668,700	4,034,230	(14,139,354)	9,663,645	2,779,209
Plan fiduciary net position - beginning	51,197,106	47,162,876	61,302,230	51,638,585	48,859,376
Plan fiduciary net position - ending (B)	\$ 61,865,806	\$ 51,197,106	\$ 47,162,876	\$ 61,302,230	\$ 51,638,585
Plan net pension liability (asset) - ending (A-B)	\$ (8,962,856)	\$ (3,285,486)	\$ (543,489)	\$ (15,381,634)	\$ (6,406,060)
Plan fiduciary net position as a percentage of total pension liability (asset)	116.9%	106.9%	101.2%	133.5%	114.2%
Covered payroll	\$ 3,453,532	\$ 3,327,406	\$ 3,498,061	\$ 4,125,334	\$ 3,880,611
Net pension liability (asset) as a percentage of covered payroll	(259.5%)	(98.7%)	(15.5%)	(372.9%)	(165.1%)

ORANGE COUNTY LIBRARY DISTRICT
Defined Benefit Pension Plan
Schedule of Changes in Net Pension Liability (Asset) - Continued

	2019	2018	2017	2016	2015
Total pension liability					
Service cost	\$ 482,196	\$ 539,196	\$ 547,066	\$ 584,935	\$ 608,203
Interest	3,124,416	3,095,052	3,002,367	2,848,788	2,749,937
Differences between expected and actual experience	923,811	(1,056,864)	(271,908)	(481,840)	(239,752)
Changes in assumptions	-	-	-	2,648,331	-
Benefit payments, including refunds of employee contributions	(2,193,025)	(1,981,145)	(1,814,685)	(1,745,038)	(1,622,931)
Net change in total pension liability	<u>2,337,398</u>	<u>596,239</u>	<u>1,462,840</u>	<u>3,855,176</u>	<u>1,495,457</u>
Total pension liability - beginning	<u>46,884,058</u>	<u>46,287,819</u>	<u>44,824,979</u>	<u>40,969,803</u>	<u>39,474,346</u>
Total pension liability - ending (A)	<u>\$ 49,221,456</u>	<u>\$ 46,884,058</u>	<u>\$ 46,287,819</u>	<u>\$44,824,979</u>	<u>\$40,969,803</u>
Plan fiduciary net position					
Employer contributions	\$ 970,762	\$ 570,718	\$ 809,614	\$ 806,723	\$ 614,847
Net investment income	1,182,684	3,160,375	4,965,286	3,772,044	(720,586)
Benefit payments, including refunds of employee contributions	(2,193,025)	(1,981,145)	(1,814,685)	(1,745,038)	(1,622,931)
Administrative expense	(17,449)	(17,574)	(16,718)	(16,045)	(15,918)
Net change in plan fiduciary net position	<u>(57,028)</u>	<u>1,732,374</u>	<u>3,943,497</u>	<u>2,817,684</u>	<u>(1,744,588)</u>
Plan fiduciary net position - beginning	<u>48,916,404</u>	<u>47,184,030</u>	<u>43,240,533</u>	<u>40,422,849</u>	<u>42,167,437</u>
Plan fiduciary net position - ending (B)	<u>\$ 48,859,376</u>	<u>\$ 48,916,404</u>	<u>\$ 47,184,030</u>	<u>\$43,240,533</u>	<u>\$40,422,849</u>
Plan net pension liability (asset) - ending (A-B)	<u>\$ 362,080</u>	<u>\$ (2,032,346)</u>	<u>\$ (896,211)</u>	<u>\$ 1,584,446</u>	<u>\$ 546,954</u>
Plan fiduciary net position as a percentage of total pension liability (asset)	99.3%	104.3%	101.9%	96.5%	98.7%
Covered payroll	\$ 4,134,169	\$ 4,314,180	\$ 4,775,367	\$ 4,807,950	\$ 5,169,894
Net pension liability (asset) as a percentage of covered payroll	8.8%	(47.1%)	(18.8%)	33.0%	10.6%

**ORANGE COUNTY LIBRARY DISTRICT
Defined Benefit Pension Plan**

**Actuarial Methods and Assumptions
Last fiscal year**

Valuation date	January 1, 2024
Actuarial cost method	Entry age normal cost method
Amortization method	Level percentage of payroll
Amortization period	10 years
Asset valuation method	Market value
Actuarial assumptions:	
Investment rate of return	6.25%
Projected salary increases	5.0%
Inflation rate	2.0%
Cost of living adjustments	2.0% per annum
Mortality table	PubG-2010, Below-Median, Amounts-Weighted Mortality Tables, Improvement Scale MP2018

**Schedule of Investment Returns
Last ten fiscal years**

Annual money-weighted rate of return, net of investment expenses

2015	-1.6%
2016	9.5%
2017	11.7%
2018	6.9%
2019	2.5%
2020	8.84%
2021	22.8%
2022	-20.6%
2023	11.8%
2024	22.3%

ORANGE COUNTY LIBRARY DISTRICT
Other Postemployment Benefit Plan
Schedule of Employer Contributions

<u>Year Ended September 30,</u>	<u>Actuarially Determined Contribution</u>	<u>Actual Contribution</u>	<u>Covered Employee Payroll</u>	<u>Actual Contribution as a % of Covered Employee Payroll</u>
2017	\$ 690,843	\$ 690,843	\$ 11,939,326	5.8%
2018	\$ 539,459	\$ 539,459	\$ 11,789,254	4.6%
2019	\$ 373,448	\$ 700,000	\$ 12,866,962	5.4%
2020	\$ 723,271	\$ 723,271	\$ 13,352,808	5.4%
2021	\$ 342,403	\$ 342,403	\$ 12,879,530	2.7%
2022	\$ 299,125	\$ 299,125	\$ 13,007,411	2.3%
2023	\$ 272,771	\$ 272,771	\$ 14,661,609	1.9%
2024	\$ 310,798	\$ 310,798	\$ 17,696,438	1.8%

Note: Information is not available for years preceding fiscal 2017.

ORANGE COUNTY LIBRARY DISTRICT
Other Postemployment Benefit Plan
Schedule of Changes in Net OPEB Asset

	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>
Total OPEB liability					
Service cost	\$ 319,311	\$ 252,055	\$ 274,764	\$ 311,672	\$ 416,326
Interest on the total OPEB liability	881,688	756,400	786,238	870,097	1,026,949
Changes in benefit terms	-	-	-	-	-
Difference between expected and actual experience	(875,568)	(8,094)	(310,125)	(433,918)	(519,356)
Changes in assumptions	355,701	1,418,965	(716,746)	(1,358,311)	(2,369,485)
Benefit payments	(579,041)	(539,114)	(401,819)	(883,721)	(842,046)
Net change in total OPEB liability	<u>102,091</u>	<u>1,880,212</u>	<u>(367,688)</u>	<u>(1,494,181)</u>	<u>(2,287,612)</u>
Total OPEB liability - beginning	<u>13,534,644</u>	<u>11,654,432</u>	<u>12,022,120</u>	<u>13,516,301</u>	<u>15,803,913</u>
Total OPEB liability - ending (A)	<u>\$ 13,636,735</u>	<u>\$ 13,534,644</u>	<u>\$ 11,654,432</u>	<u>\$ 12,022,120</u>	<u>\$ 13,516,301</u>
Plan Fiduciary net position					
Employer contributions	\$ 310,798	\$ 272,771	\$ 299,125	\$ 342,403	\$ 723,271
Net investment income (loss)	5,038,949	2,717,638	(3,704,486)	4,437,898	1,231,205
Benefit payments	(579,041)	(539,114)	(401,819)	(883,721)	(842,046)
Administrative expense	-	-	-	-	-
Net change in plan fiduciary net position	<u>4,770,706</u>	<u>2,451,295</u>	<u>(3,807,180)</u>	<u>3,896,580</u>	<u>1,112,430</u>
Plan fiduciary net position - beginning	<u>19,613,082</u>	<u>17,161,787</u>	<u>20,968,967</u>	<u>17,072,387</u>	<u>15,959,957</u>
Plan fiduciary net position - ending (B)	<u>\$ 24,383,788</u>	<u>\$ 19,613,082</u>	<u>\$ 17,161,787</u>	<u>\$ 20,968,967</u>	<u>\$ 17,072,387</u>
Net OPEB asset - ending (A) - (B)	<u>\$ (10,747,053)</u>	<u>\$ (6,078,438)</u>	<u>\$ (5,507,355)</u>	<u>\$ (8,946,847)</u>	<u>\$ (3,556,086)</u>
Plan fiduciary net position as a percentage of total OPEB liability	178.8%	144.9%	147.3%	174.4%	126.3%
Covered employee payroll	\$ 17,696,438	\$ 14,661,609	\$ 13,007,411	\$ 12,879,530	\$ 13,352,808
Net OPEB asset as a percentage of covered employee payroll	(60.7%)	(41.5%)	(42.3%)	(69.5%)	(26.6%)

Note: Information is not available for years preceding fiscal 2017.

ORANGE COUNTY LIBRARY DISTRICT
Other Postemployment Benefit Plan
Schedule of Changes in Net OPEB Asset

	<u>2019</u>	<u>2018</u>	<u>2017</u>
Total OPEB liability			
Service cost	\$ 352,302	\$ 351,322	\$ 368,597
Interest on the total OPEB liability	961,109	907,225	879,525
Changes in benefit terms	642,850	-	-
Difference between expected and actual experience	(48,127)	240,326	-
Changes in assumptions	(253,545)	81,538	-
Benefit payments	(569,322)	(935,514)	(673,847)
Net change in total OPEB liability	<u>1,085,267</u>	<u>644,897</u>	<u>574,275</u>
Total OPEB liability - beginning	<u>14,718,646</u>	<u>14,073,749</u>	<u>13,499,474</u>
Total OPEB liability - ending (A)	<u>\$ 15,803,913</u>	<u>\$ 14,718,646</u>	<u>\$ 14,073,749</u>
Plan Fiduciary net position			
Employer contributions	\$ 700,000	\$ 539,459	\$ 690,843
Net investment income	195,514	1,521,630	1,813,966
Benefit payments	(569,322)	(935,514)	(673,847)
Administrative expense	-	(8,054)	(10,047)
Net change in plan fiduciary net position	<u>326,192</u>	<u>1,117,521</u>	<u>1,820,915</u>
Plan fiduciary net position - beginning	<u>15,633,765</u>	<u>14,516,244</u>	<u>12,695,329</u>
Plan fiduciary net position - ending (B)	<u>\$ 15,959,957</u>	<u>\$ 15,633,765</u>	<u>\$ 14,516,244</u>
Net OPEB asset - ending (A) - (B)	<u>\$ (156,044)</u>	<u>\$ (915,119)</u>	<u>\$ (442,495)</u>
Plan fiduciary net position as a percentage of total OPEB liability	101.0%	106.2%	103.1%
Covered employee payroll	\$ 12,866,962	\$ 11,789,254	\$ 11,939,326
Net OPEB asset as a percentage of covered employee payroll	(1.2%)	(7.8%)	(3.7%)

**ORANGE COUNTY LIBRARY DISTRICT
Other Postemployment Benefit Plan**

**Actuarial Methods and Assumptions
Last fiscal year**

Valuation date	January 1, 2024
Actuarial cost method	Entry age normal cost method
Amortization method	Level dollar, closed period
Amortization period	5 years
Asset valuation method	Market value
Actuarial assumptions:	
Investment rate of return	6.25%
Projected salary increases	4.50%
Inflation rate	2.50%
Healthcare cost trend rate	6.50% for 2025 decreasing to an ultimate rate of 4.04% by 2050 and thereafter.

**Schedule of Investment Returns
Last ten fiscal years**

Annual money-weighted rate of return, net of investment expenses

2015	-1.8%
2016	10.1%
2017	14.3%
2018	10.4%
2019	1.4%
2020	7.8%
2021	26.0%
2022	-17.7%
2023	15.8%
2024	12.3%

OTHER SUPPLEMENTARY INFORMATION

ORANGE COUNTY LIBRARY DISTRICT
Combining Statement of Fiduciary Net Position-
Pension and Other Postemployment Benefit Trust Funds
September 30, 2024

	<u>Defined Benefit</u>	<u>Defined Contribution</u>	<u>Money Purchase</u>	<u>OPEB</u>	<u>Total</u>
Assets					
Cash and cash equivalents	\$ 449,144	\$ -	\$ -	\$ 215,286	\$ 664,430
Accounts receivable	-	-	-	2,225	2,225
Interest and dividend receivable	6	-	-	326	332
Notes receivable from plan participants	-	-	176,314	-	176,314
Prepaid Items	-	-	-	1,250	1,250
Investments:					
Commingled account:					
Fixed income	18,104,782	-	-	-	18,104,782
Mutual funds:					
Domestic equities	27,686,654	21,629,125	9,358,413	15,609,921	74,284,113
International equities	12,144,167	6,597,734	3,565,361	3,949,737	26,256,999
Stable value	-	4,531,476	1,512,161	-	6,043,637
Fixed income	-	6,661,172	1,762,818	4,828,700	13,252,690
Real estate	3,506,836	126,988	58,293	-	3,692,117
Total Investments	61,442,439	39,546,495	16,257,046	24,388,358	141,634,338
Total assets	<u>\$ 61,891,589</u>	<u>\$ 39,546,495</u>	<u>\$ 16,433,360</u>	<u>\$ 24,607,445</u>	<u>\$ 142,478,889</u>
Liabilities					
Accounts payable	25,783	-	-	1,900	27,683
Due to Internal Service Fund	-	-	-	221,757	221,757
Total liabilities	<u>\$ 25,783</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 223,657</u>	<u>\$ 249,440</u>
Net position restricted for pension and other postemployment benefits	<u>\$ 61,865,806</u>	<u>\$ 39,546,495</u>	<u>\$ 16,433,360</u>	<u>\$ 24,383,788</u>	<u>\$ 142,229,449</u>

ORANGE COUNTY LIBRARY DISTRICT
Combining Statement of Changes in Fiduciary Net Position-
Pension and Other Postemployment Benefit Trust Funds
Year Ended September 30, 2024

	<u>Defined Benefit</u>	<u>Defined Contribution</u>	<u>Money Purchase</u>	<u>OPEB</u>	<u>Total</u>
Additions:					
Employer contributions:					
General Fund	\$ 1,250,000	\$ 1,748,347	\$ 1,466,044	\$ 310,798	\$ 4,775,189
Employee contributions:					
Loan interest	-	-	10,799	-	10,799
Investment gain	12,379,971	8,073,706	3,382,013	5,038,949	28,874,639
Investment expenses	(80,674)	-	-	-	(80,674)
Total additions	<u>13,549,297</u>	<u>9,822,053</u>	<u>4,858,856</u>	<u>5,349,747</u>	<u>33,579,953</u>
Deductions:					
Benefits paid to participants	2,861,337	1,099,051	484,143	574,639	5,019,170
Administrative expenses	19,260	37,227	16,674	4,402	77,563
Total deductions	<u>2,880,597</u>	<u>1,136,278</u>	<u>500,817</u>	<u>579,041</u>	<u>5,096,733</u>
Change in net position	10,668,700	8,685,775	4,358,039	4,770,706	28,483,220
Net position - beginning of year	<u>51,197,106</u>	<u>30,860,720</u>	<u>12,075,321</u>	<u>19,613,082</u>	<u>113,746,229</u>
Net position - end of year	<u>\$ 61,865,806</u>	<u>\$ 39,546,495</u>	<u>\$ 16,433,360</u>	<u>\$ 24,383,788</u>	<u>\$ 142,229,449</u>

ORANGE COUNTY LIBRARY DISTRICT
Schedule of Revenues, Expenditures, and Changes in Fund Balance -
Budget and Actual - Capital Projects Fund
Year Ended September 30, 2024

	Original and Final Budgeted Amounts	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues:			
Miscellaneous revenue:			
Investment income	\$ 75,000	\$ 2,328,365	\$ 2,253,365
Total revenues	75,000	2,328,365	2,253,365
Expenditures:			
Capital outlay	14,500,000	1,712,887	12,787,113
Total expenditures	14,500,000	1,712,887	12,787,113
Revenues over (under) expenditures	(14,425,000)	615,478	15,040,478
Other Financing Sources:			
Transfers in	4,500,000	13,000,000	8,500,000
Net change in fund balance	\$ (9,925,000)	13,615,478	\$ 23,540,478
Fund balance at beginning of year		40,464,970	
Fund balance at end of year		\$ 54,080,448	

ORANGE COUNTY LIBRARY DISTRICT
Schedule of Revenues, Expenditures, and Changes in Fund Balance -
Budget and Actual - Capital Projects Sinking Fund
Year Ended September 30, 2024

	Original and Final Budgeted Amounts	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues:			
Miscellaneous revenue:			
Investment income	\$ 25,000	\$ 307,524	\$ 282,524
Total revenues	25,000	307,524	282,524
 Revenues over expenditures	 25,000	 307,524	 282,524
Other Financing Sources:			
Transfers in	500,000	1,000,000	500,000
Net change in fund balance	\$ 525,000	1,307,524	\$ 782,524
Fund balance at beginning of year		5,248,818	
Fund balance at end of year		\$ 6,556,342	

ORANGE COUNTY LIBRARY DISTRICT
Schedule of Revenues, Expenditures, and Changes in Fund Balance -
Budget and Actual - Permanent Fund
Year Ended September 30, 2024

	Original and Final Budgeted Amounts	Actual Amounts	Variance with Final Budget - Positive (Negative)
Revenues:			
Miscellaneous revenue:			
Investment income	\$ 20,000	\$ 330,417	\$ 310,417
Total revenues	20,000	330,417	310,417
Expenditures:			
Capital outlay	75,000	38,813	36,187
Total expenditures	75,000	38,813	36,187
Revenues over (under) expenditures	(55,000)	291,604	346,604
Net change in fund balance	\$ (55,000)	291,604	\$ 346,604
Fund balance at beginning of year		1,321,028	
Fund balance at end of year		\$ 1,612,632	

STATISTICAL SECTION

ORANGE COUNTY LIBRARY DISTRICT

STATISTICAL SECTION

The Statistical Section of the Annual Comprehensive Financial Report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and the required supplementary information says about the District's overall financial health.

<u>Contents</u>	<u>Pages</u>
Financial Trends	70 - 73
These schedules contain trend information to help the reader understand how the District's financial performance and position have changed over time.	
Revenue Capacity	74 - 77
These schedules contain information to help the reader assess the factors affecting the District's ability to generate property taxes.	
Debt Capacity	78 - 82
These schedules present information to help the reader assess the affordability of the District's current levels of debt and the District's ability to issue additional debt in the future.	
Demographic and Economic Information	83 - 84
These schedules offer demographic and economic indicators to help the reader understand the environment within which the District's financial activities take place.	
Operating Information	85 - 87
These schedules contain information about the District's operations and resources to help the reader understand how the District's financial information relates to the services the District provides and the activities it performs.	

Sources: Unless otherwise noted, the information in these schedules is derived from the annual comprehensive financial reports for the relevant year.

ORANGE COUNTY LIBRARY DISTRICT

NET POSITION GOVERNMENTAL ACTIVITIES LAST TEN FISCAL YEARS

(accrual basis of accounting)

FISCAL YEAR	NET INVESTMENT IN CAPITAL ASSETS	RESTRICTED (2)	UNRESTRICTED	TOTAL
2024	\$ 33,948,426	\$ 22,730,812	\$ 99,718,674	\$ 156,397,912
2023	32,290,148	12,533,223	88,950,654	133,774,025
2022	31,141,958	9,058,887	73,126,497	113,327,342
2021	32,478,947	26,058,685 (4)	38,825,866	97,363,498
2020	32,866,257	11,429,317 (3)	30,805,194	75,100,768
2019	32,296,499	1,527,343	28,367,603	62,191,445
2018	33,449,511	3,788,614	18,935,150	56,173,275
2017	32,861,690	1,753,058	16,822,368	51,437,116
2016	33,213,078	886,358 (1)	16,684,484	50,783,920
2015	29,407,021	407,707	17,853,751	47,668,479

(1) Includes \$500,000 Kendrick B. Melrose donation received in FY 2016.

(2) Includes net pension asset and net OPEB asset, nonexpendable endowments, new branch agreements.

(3) The net OPEB asset increased due to a change in assumptions in the 2020 Actuarial Report. This includes the incorporation of a new mortality table and removal of the load for excise tax.

(4) The net pension and OPEB assets increased due to higher net investment income earned during the year.

ORANGE COUNTY LIBRARY DISTRICT

**CHANGES IN NET POSITION
GOVERNMENTAL ACTIVITIES
LAST TEN FISCAL YEARS**
(accrual basis of accounting)

	Fiscal Year									
	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Program Expenses										
Salaries and benefits	\$ 33,345,281	\$ 27,719,873	\$ 22,389,115	\$ 17,503,948	\$ 22,003,497	\$ 24,910,999	\$ 22,787,890	\$ 22,900,705	\$ 21,474,152	\$ 20,414,549
Operating	12,276,577	11,550,245	10,809,715	8,240,745	9,168,322	10,098,378	9,075,273	9,087,009	9,354,014	8,454,658
Depreciation	4,632,698	4,505,833	4,380,685	3,674,840	3,782,117	3,914,812	4,076,370	4,303,673	4,382,963	2,096,541
Materials	4,571,539	3,781,904	3,409,448	3,476,077	3,301,894	2,948,660	3,130,625	2,866,042	2,898,914	4,863,762
Total Expenses	54,826,095	47,557,855	40,988,963	32,895,610	38,255,830	41,872,849	39,070,158	39,157,429	38,110,043	35,829,510
Program Revenues										
Charges for services	631,152	556,289	742,364	746,202	820,986	1,163,129	1,279,929	1,289,113	1,377,878	1,511,583
Operating grants & contrib.	955,233	1,565,831	1,525,277	1,302,423	1,182,531	1,518,081	1,268,671	1,237,111	1,151,860	1,501,688
Capital grants & contrib.	-	-	-	-	-	-	-	-	500,000	446,227
Total Program Revenues	1,586,385	2,122,120	2,267,641	2,048,625	2,003,517	2,681,210	2,548,600	2,526,224	3,029,738	3,459,498
Total Net (Exp.)	(53,239,710)	(45,435,735)	(38,721,322)	(30,846,985)	(36,252,313)	(39,191,639)	(36,521,558)	(36,631,205)	(35,080,305)	(32,370,012)
General Expenses										
Interest Expense	234,221	257,612	229,691	-	-	-	-	-	-	-
General Revenues										
Property Taxes	68,992,498	61,604,263	54,514,376	52,539,629	48,227,320	44,157,999	40,292,698	36,747,153	33,714,713	30,552,756
Investment income	6,487,213	4,372,167	238,541	327,460	780,606	896,826	449,103	270,264	172,626	95,449
Miscellaneous	274,421	163,600	161,940	242,626	153,710	154,984	272,751	266,984	302,935	642,595
Total General Revenues	75,754,132	66,140,030	54,914,857	53,109,715	49,161,636	45,209,809	41,014,552	37,284,401	34,190,274	31,290,800
Change in Net Position	\$ 22,280,201	\$ 20,446,683	\$ 15,963,844	\$ 22,262,730	\$ 12,909,323	\$ 6,018,170	\$ 4,492,994	\$ 653,196	\$ (890,031)	\$ (1,079,212)

(1) Effective in Fiscal Year 2022, the District had interest expense associated with the financing of the long-term lease liabilities.

(2) Starting in fiscal year 2023, the District reported interest expense related to subscription liabilities.

(3) The Fed Fund rates as well as other investment rates increased in Fiscal Year 2023.

ORANGE COUNTY LIBRARY DISTRICT

FUND BALANCES GOVERNMENTAL FUNDS LAST TEN FISCAL YEARS

(modified accrual basis of accounting)

	Fiscal Year									
	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
General Fund:										
Nonspendable:										
Inventory	\$ 151,527	\$ 104,877	\$ 132,454	\$ 149,944	\$ 171,956	\$ 123,866	\$ 155,055	\$ 176,092	\$ 162,025	\$ 152,942
Prepaid Items	433,555	288,254	160,425	179,414	223,747	179,387	258,713	119,952	174,017	199,582
Annetta O' B Walker Trust Fund	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
A.P. Phillips Jr. Memorial Fund	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Perce C. & Mary M. Gullet Mem. Fund	19,805	19,805	19,805	19,805	19,805	19,805	19,805	19,805	19,805	19,805
Willis H. Warner Memorial Fund	33,712	33,712	33,712	33,712	33,712	33,712	33,712	33,712	33,712	33,712
Restricted For:										
Kendrick Melrose Family Foundation										
Committed To:										
Strategic Plan	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000	4,000,000
Edmund L. Murray Estate Fund	724,689	724,689	724,689	724,689	724,689	724,689	724,689	724,689	724,689	724,689
Arthur Sondheim Estate Fund	39,941	39,941	39,941	39,941	39,941	39,941	39,941	39,941	39,941	39,941
Vivian Esch Estate Fund	44,198	44,198	44,198	44,198	44,198	44,198	44,198	44,198	44,198	44,198
Assigned To:										
N. Gaiman Event Proceeds	(5)	-	-	-	-	-	-	-	-	-
Subsequent Year's Budget	-	-	-	-	-	-	-	-	-	-
Unassigned:	39,400,725	33,118,858	24,638,952	18,154,274	13,312,423	9,305,827	6,981,043	4,242,799	2,234,086	3,675,686
Total General Fund	<u>\$44,993,356</u>	<u>\$38,478,334</u>	<u>\$29,898,176</u>	<u>\$23,449,977</u>	<u>\$18,674,471</u>	<u>\$14,575,425</u>	<u>\$12,684,156</u>	<u>\$10,506,065</u>	<u>\$ 9,616,560</u>	<u>\$10,639,533</u>
All Other Governmental Funds										
Nonspendable:										
Kendrick B. Melrose Donation	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 500,000	\$ 500,000	\$ 500,000	-
Lake Nona - Advance Rent Payment	440,000	440,000 (4)	440,000							
Restricted for:										
Melrose Center Operations	612,632	321,028	160,526	572,687	309,654	213,782	183,632	133,020	59,693	-
Horizon West-Emergency Repair Fund	1,000,000	1,000,000 (2)	1,000,000	-	-	-	-	-	-	-
Horizon West-DEMOLITION Fund	250,754 (3)	250,754 (3)	250,000	-	-	-	-	-	-	-
Assigned To:										
Capital Projects	58,946,036	44,023,034 (1)	33,094,969	26,134,808	15,098,531	10,673,716	5,917,620	4,334,823	3,303,238	2,387,733
Total All Other Governmental Funds	<u>\$62,249,422</u>	<u>\$47,034,816</u>	<u>\$35,945,495</u>	<u>\$27,707,495</u>	<u>\$16,408,185</u>	<u>\$11,887,498</u>	<u>\$ 6,601,252</u>	<u>\$ 4,967,843</u>	<u>\$ 3,862,931</u>	<u>\$ 2,387,733</u>

(1) Additional funding was provided to the Capital Projects Fund to fully fund the Horizon West Branch and provide initial capital to start funding the Lake Nona Branch.

(2) Additional funding was provided for the Horizon West Emergency Repair Fund per the land lease agreement with Orange County. The funds are to be used to repair the building while waiting on insurance proceeds.

(3) Prepaid amount is the deposit for the interest bearing Demolition Fund to pay for the removal of the Horizon West facility after the lease expires. For fiscal year 2023, this includes the initial Demolition Fund deposit of \$250,000 plus accumulated interest.

(4) Prepaid amount towards the first year land lease on the Lake Nona Branch per the land lease contract with the City of Orlando.

(5) Net proceeds of \$41,204 are from the November 6, 2023 Neil Gaiman and Art Spiegelman event sponsored and hosted by the Library. These proceeds are being held in reserve to fund a future event of the same caliber.

ORANGE COUNTY LIBRARY DISTRICT
CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS
LAST TEN FISCAL YEARS
(modified accrual basis of accounting)

	Fiscal Year									
	2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Revenues										
Property Taxes	\$68,992,498	\$61,604,263	\$54,514,376	\$52,539,629	\$48,227,320	\$44,157,999	\$40,292,698	\$36,747,153	\$33,714,713	\$30,552,756
Intergovernmental	719,374	1,194,588	1,146,695	951,936	1,058,560	890,125	1,048,075	1,052,618	1,224,878	1,560,875
Fines	77,415	72,235	415,440	453,995	487,223	669,617	756,003	786,065	886,427	1,048,826
Charges for Services	553,737	484,054	326,924	292,207	333,763	493,512	523,926	503,048	491,451	462,757
Investment Income	(5) 6,487,213	(3) 4,372,167	238,541	327,460	780,606	896,826	449,103	270,264	172,626	95,449
Miscellaneous	511,659	545,424	546,103	610,123	279,671	790,742	500,191	646,804	739,518	829,635
Total Revenues	77,341,896	68,272,731	57,188,079	55,175,350	51,167,143	47,898,821	43,569,996	40,005,952	37,229,613	34,550,298
Expenditures										
Salaries & Benefits	\$32,533,744	\$27,780,385	\$24,424,844	\$23,189,376	\$24,908,885	\$24,281,867	\$22,706,126	\$22,052,113	\$20,620,002	\$19,663,201
Operating	12,059,133	11,243,771	10,669,614	9,056,711	9,916,837	10,526,038	9,209,974	9,136,182	9,044,726	9,102,757
Books & Other Materials	5,530,672	4,826,999	4,632,514	4,494,634	4,367,937	4,193,777	4,447,476	4,573,355	4,736,787	4,863,762
Capital Outlay	4,567,448	3,935,548 (1)	10,502,096	2,359,813	3,353,751	1,719,624	3,394,920	2,249,885	2,375,873	1,467,012
Capital Projects Outlay	-	-	-	-	-	-	-	-	-	3,220,131
Debt Service	982,729	963,130	767,780	-	-	-	-	-	-	-
Principal	234,221	257,612	229,691	-	-	-	-	-	-	-
Interest	-	-	-	-	-	-	-	-	-	-
Total Expenditures	55,907,947	49,007,445	51,226,539	39,100,534	42,547,410	40,721,306	39,758,496	38,011,535	36,777,388	38,316,863
Excess of revenues over (under)expenditures	21,433,949	19,265,286	5,961,540	16,074,816	8,619,733	7,177,515	3,811,500	1,994,417	452,225	(3,766,565)
Other Financing Sources	295,679 (4)	404,193 (1)	8,724,659	-	-	-	-	-	-	-
Net Change in Fund Balances	\$21,729,628	\$19,669,479	\$14,686,199	\$16,074,816	\$8,619,733	\$7,177,515	\$3,811,500	\$1,994,417	\$452,225	\$ (3,766,565)
Debt Service	\$ 1,216,950	\$ 1,220,742 (2)	\$ 997,471	-	-	-	-	-	-	-
Government-wide Capital Outlay	\$ 5,526,581	\$ 4,980,643	\$11,725,162	\$ 3,378,370	\$ 4,419,794	\$ 2,964,741	\$ 4,711,771	\$ 3,957,198	\$ 4,213,746	\$ 4,687,143
Non Capital Expenditures	\$50,381,366	\$44,026,802	\$39,501,377	\$35,722,164	\$38,127,616	\$37,756,565	\$35,046,725	\$34,054,337	\$32,563,642	\$33,629,720
Debt Service as percentage of noncapital expenditures	2.42%	2.77%	2.53%	-	-	-	-	-	-	-

(1) Includes \$8,724,659 in Fiscal Year 2022 for leased facilities and equipment as required by GASB Statement No. 87.
(2) Effective in Fiscal Year 2022, the District had Debt Service expenditures associated with the financing of the long-term lease liabilities.
(3) The Fed Fund rates as well as other investment rates increased in Fiscal Year 2023.
(4) Effective in Fiscal Year 2023, the District had Debt Service expenditures associated with the financing of subscription liabilities.
(5) The increase in investment income can be attributed to additional funds being invested, the market performance and the Fed Fund rates continued to stay high through most of the year.

ORANGE COUNTY LIBRARY DISTRICT
TAXABLE ASSESSED VALUE AND ESTIMATED FAIR VALUE OF TAXABLE PROPERTY
LAST TEN FISCAL YEARS

Fiscal Year	Real Property			Personal Property			Centrally Assessed Property ⁽¹⁾			Totals			Ratio of Total Taxable Assessed	
	Taxable Assessed Value	Estimated Fair Value	Taxable Assessed Value	Taxable Assessed Value	Estimated Fair Value	Taxable Assessed Value	Taxable Assessed Value	Estimated Fair Value	Taxable Assessed Value	Estimated Fair Value	Estimated Fair Value	Total Assessed Value	Est. Fair Value	Total Direct Tax Rate
2024	\$192,201,674,459	\$292,956,820,676	\$13,586,672,244	\$18,727,316,860	\$54,953,699	\$56,233,001	\$205,843,300,402	\$311,740,370,537	66.03%	0.3748				
2023	158,883,292,398	242,434,146,155	11,671,363,244	16,116,615,330	41,207,380	42,366,508	170,595,863,022	258,593,127,993	65.97	0.3748				
2022	139,010,101,850	197,283,785,566	11,797,989,340	16,164,406,177	49,749,362	50,932,744	150,857,840,552	213,499,124,487	70.66	0.3748				
2021	134,235,736,799	192,437,422,184	11,706,763,404	15,910,836,806	26,768,661	31,062,923	145,969,268,864	208,379,321,913	70.05	0.3748				
2020	123,338,615,836	180,148,078,257	11,035,076,899	15,299,256,874	24,960,733	28,182,016	134,398,653,468	195,475,517,147	68.75	0.3748				
2019	112,086,988,934	162,751,903,933	10,321,278,945	14,276,238,923	24,808,221	27,356,370	122,433,076,100	177,055,499,226	69.15	0.3748				
2018	102,398,480,167	147,532,347,134	9,514,415,422	13,437,571,192	23,653,199	26,159,067	111,936,548,788	160,996,077,393	69.53	0.3748				
2017	93,430,521,091	135,656,513,905	8,784,592,166	12,670,499,394	16,919,656	18,627,949	102,232,032,913	148,345,641,248	68.91	0.3748				
2016	84,780,485,956	124,700,853,055	8,939,890,427	12,886,669,851	23,317,377	24,749,513	93,743,693,760	137,612,272,419	68.12	0.3748				
2015	75,841,561,597	105,529,994,182	8,279,549,811	12,250,845,165	21,765,161	23,119,905	84,142,876,569	117,803,959,252	71.43	0.3748				

(1) Centrally Assessed Property Consists of Property Assessed By The State of Florida

Information is reported based on the fiscal year in which associated tax revenue is recognized - e.g., the 2023 tax roll data is reported here for Fiscal Year 2024, as that is the period of collection and revenue recognition.

ORANGE COUNTY LIBRARY DISTRICT

**PROPERTY TAX RATES PER \$1,000 OF ASSESSED VALUATION
ALL DIRECT AND OVERLAPPING GOVERNMENTS
LAST TEN FISCAL YEARS**

FISCAL YEAR ENDING SEPTEMBER 30 (1)	LIBRARY DISTRICT (2)	ORANGE COUNTY	SCHOOL BOARD	TOTAL DIRECT AND OVERLAPPING TAX RATES (3)
2024	0.3748	4.4347	6.4210	11.2305
2023	0.3748	4.4347	6.4620	11.2715
2022	0.3748	4.4347	6.7370	11.5465
2021	0.3748	4.4347	6.8570	11.6665
2020	0.3748	4.4347	6.8570	11.6665
2019	0.3748	4.4347	7.1090	11.9185
2018	0.3748	4.4347	7.2990	12.1085
2017	0.3748	4.4347	7.4700	12.2795
2016	0.3748	4.4347	7.8110	12.6205
2015	0.3748	4.4347	8.2180	13.0275

(1) Information is reported based on the fiscal year in which associated tax revenue is recognized- e.g., the 2023 tax roll data is reported here for Fiscal Year 2024, as that is the period of collection and revenue recognition.

(2) This is the Library District's total direct rate. There is only one component in this rate.

(3) The tax rates for other agencies that do not levy a tax on the entire Library District are omitted here.

Source: Orange County Tax Collector

ORANGE COUNTY LIBRARY DISTRICT

**PRINCIPAL PROPERTY TAXPAYERS
CURRENT YEAR AND NINE YEARS AGO**

TAXPAYER	TYPE OF BUSINESS	FISCAL YEAR 2024 ⁽¹⁾		FISCAL YEAR 2015	
		ASSESSED VALUE	PERCENTAGE OF TOTAL ASSESSED VALUE	ASSESSED VALUE	PERCENTAGE OF TOTAL ASSESSED VALUE
Walt Disney Company	Tourism	\$ 11,080,000,000	5.38%	\$ 8,200,000,000	9.75%
Marriott	Hotels	3,300,000,000	1.60	1,600,000,000	1.90
Universal Orlando Resort	Tourism	2,800,000,000	1.36	2,100,000,000	2.50
Hilton Resorts	Hotels	2,400,000,000	1.17	1,200,000,000	1.43
Holiday Inn	Hotels	1,400,000,000	0.68	-	-
Wyndham	Hotels	1,100,000,000	0.53	574,400,000	0.68
Flamingo Crossings	Hotels	960,000,000	0.47	-	-
Hyatt	Hotels	720,000,000	0.35	947,200,000	1.13
Rosen Hotels & RH Resorts	Hotels	579,000,000	0.28	-	-
Westgate Resorts	Hotels	566,000,000	0.27	560,900,000	0.67
Orange Lake Country Club	Hotels	-	-	778,200,000	0.92
Duke Energy	Utilities	-	-	735,500,000	0.87
Vistana/SVO Village	Timeshare	-	-	508,400,000	0.60
Total Top Ten Principal Taxpayers		\$ 24,905,000,000	12.09%	\$ 17,204,600,000	20.45%
Taxable Assessed Value of all other taxpayers		\$ 180,938,300,402	87.91%	\$ 66,938,276,569	79.55%
Total Taxable Assessed Value of all taxpayers		\$ 205,843,300,402	100.00%	\$ 84,142,876,569	100.00%

(1) Information is reported based on the fiscal year in which associated tax revenue is recognized- e.g., the 2023 tax roll data is reported here for Fiscal Year 2024, as that is the period of collection and revenue recognition.

Information For Principal Taxpayers of the District is not available. Instead, principal taxpayers for Orange County, which includes the District, is presented.

Information for Principal Taxpayers for 2024 is not available so 2023 Principal Taxpayers is used as an estimate.

Source: Orange County Property Appraiser

ORANGE COUNTY LIBRARY DISTRICT
PROPERTY TAX LEVIES AND COLLECTIONS
LAST TEN FISCAL YEARS

FISCAL YEAR (1)	COLLECTED WITHIN THE LEVY YEAR		COLLECTIONS SUBSEQUENT YEARS	TOTAL COLLECTIONS TO DATE	
	LEVY	AMOUNT		PERCENTAGE OF THE LEVY	AMOUNT
2024	\$71,799,932	\$67,697,620	\$51,313	\$67,748,933	94.36%
2023	63,974,218	60,278,083	112,615	60,390,698	94.40
2022	56,667,402	53,598,173	166,435	53,764,608	94.88
2021	54,888,121	52,149,328	227,126	52,376,454	95.42
2020	50,517,071	48,139,779	87,492	48,227,271	95.47
2019	46,073,893	44,156,509	17,579	44,174,088	95.88
2018	42,025,923	40,274,855	1,916	40,276,771	95.84
2017	38,393,129	36,745,386	58,384	36,803,770	95.86
2016	35,390,723	33,745,862	68,995	33,814,857	95.55
2015	31,619,914	30,384,231	70,441	30,454,672	96.31

(1) Information is reported based on the fiscal year in which associated tax revenue is recognized- e.g., the 2023 tax roll data is reported here for Fiscal Year 2024, as that is the period of collection and revenue recognition.

Source: Orange County Tax Collector

ORANGE COUNTY LIBRARY DISTRICT

RATIOS OF OUTSTANDING DEBT LAST TEN FISCAL YEARS

FISCAL YEAR	Governmental Activities			TOTAL DEBT AS A PERCENTAGE OF TAXABLE ASSESSED VALUE		
	LEASE LIABILITY(1)	SUBSCRIPTION LIABILITY (2)	TOTAL GOVERNMENTAL ACTIVITIES			
2024	\$ 6,377,231	\$ 308,850	\$ 6,686,081 (3)	4.58	\$205,843,300,402	0.003%
2023	7,187,827 (2)	210,115	7,397,942	5.13	170,595,863,022	0.004
2022 (1)	7,956,879	-	7,956,879	5.58	150,857,840,552	0.005

(1) In Fiscal Year 2022, GASB Statement No. 87 Leases was implemented. This standard changed the reporting of obligations for leased assets.

(2) In Fiscal Year 2023, GASB Statement No. 96 Subscription-Based Information Technology Arrangements was implemented. This standard changed the reporting of right-to-use capital assets and subscription liabilities.

(3) Population for 2024 is an estimate by the Bureau of Economics and Business Research. Excludes the City of Winter Park and Maitland which is not served by the District

Source: University of Florida, Bureau of Economics and Business Research
Orange County Property Appraiser

ORANGE COUNTY LIBRARY DISTRICT

RATIO OF NET GENERAL OBLIGATION BONDED DEBT LAST TEN FISCAL YEARS

The District did not have any general obligation bonded debt in the last ten fiscal years.

ORANGE COUNTY LIBRARY DISTRICT
COMPUTATION OF DIRECT AND OVERLAPPING
GENERAL DEBT

SEPTEMBER 30, 2024

JURISDICTION	GROSS DEBT OUTSTANDING	PERCENTAGE APPLICABLE TO ORANGE COUNTY LIBRARY DISTRICT(5)	AMOUNT APPLICABLE TO ORANGE COUNTY LIBRARY DISTRICT	DEBT PER CAPITA (6)
Direct:				
Orange County Library District (1)				
Obligation for Leased Assets (2)	\$6,377,231	100.0%	\$6,377,231	\$4.37
Obligation for Subscriptions (3)	308,850	100.0%	308,850	0.21
Subtotal Direct Debt	<u>6,686,081</u>		<u>6,686,081</u>	
Overlapping:				
Central Florida Tourism Oversight District (4)	616,460,000	95.0%	585,637,000	400.86
Subtotal Overlapping Debt	<u>616,460,000</u>		<u>585,637,000</u>	
Total Direct and Overlapping Debt	<u><u>\$623,146,081</u></u>		<u><u>\$592,323,081</u></u>	<u><u>\$405.44</u></u>

- (1) Bank Line of Credit was paid off in FY 2010
General Obligation Bonds were paid off in FY 2006
- (2) In Fiscal Year 2022, GASB Statement No. 87, Leases was implemented. This standard changed the reporting of obligations for leased assets.
- (3) In Fiscal Year 2023, GASB Statement No. 96, Subscription Based Information Technology Arrangements was implemented. This standard changed the reporting of subscription liabilities.
- (4) Bond issues of 2015A, 2016A, 2017A, 2020A (Central Florida Oversight District)
- (5) The percentage of overlapping debt applicable is estimated using taxable assessed property values, by determining the amount of the overlapping government's taxable assessed value that is within the District's boundaries and dividing by the total taxable assessed value of the overlapping government.
- (6) Based on 2024 District population estimate of 1,460,961

ORANGE COUNTY LIBRARY DISTRICT

LEGAL DEBT MARGIN

Neither the Orange County Library District nor the Florida Statutes provide for a limit on the amount of ad valorem taxes Orange County Library District may levy for voted bonds.

ORANGE COUNTY LIBRARY DISTRICT

PLEDGED REVENUE COVERAGE

NON-GENERAL OBLIGATION DEBT

LAST TEN FISCAL YEARS

The District did not have non-general obligation debt in the last ten fiscal years.

ORANGE COUNTY LIBRARY DISTRICT

DEMOGRAPHIC AND ECONOMIC INFORMATION LAST TEN FISCAL YEARS

FISCAL YEAR		POPULATION(1)		PERSONAL INCOME	PER CAPITA PERSONAL INCOME		UNEMPLOYMENT RATE
2024	(1)	1,460,961	(2) \$	87,942,773,000	\$ 60,195		3.3%
2023		1,442,281	(3)	87,942,773,000	60,975		3.0
2022		1,427,218		80,442,532,000	56,363		2.6
2021		1,405,373		78,220,929,000	55,658	(5)	4.5
2020		1,360,252		69,363,482,000	50,993	(4)	9.8
2019		1,330,868		64,447,389,000	48,425		2.7
2018		1,297,459		61,642,216,000	47,510		2.6
2017		1,267,162		57,386,378,000	45,287		3.1
2016		1,233,481		54,565,646,000	44,237		4.4
2015		1,206,422		50,998,452,000	42,272		4.7

(1) Population for 2024 is an estimate by the Bureau of Economics and Business Research. Excludes the City of Winter Park and Maitland which is not served by the District.

(2) Personal Income for 2024 not available so 2023 personal income used as an estimate. Includes all of Orange County.

(3) Information for Fiscal Year 2023 has been updated from that previously reported.

(4) Higher unemployment rates due to the effects of the COVID19 pandemic on businesses.

(5) Lower unemployment rates as more people are getting back to the work force after the pandemic.

Source: Population from University of Florida, Bureau of Economics and Business Research
 Personal Income from Bureau of Economic Analysis
 Unemployment Rates from State of Florida's Labor Market Statistics and Bureau of Labor Statistics

ORANGE COUNTY LIBRARY DISTRICT

PRINCIPAL EMPLOYERS CURRENT YEAR AND NINE YEARS AGO

EMPLOYER	2024		2015	
	EMPLOYEES	PERCENTAGE OF TOTAL EMPLOYMENT	EMPLOYEES	PERCENTAGE OF TOTAL EMPLOYMENT
Walt Disney World Resort	75,000	9.45%	70,000	10.60%
AdventHealth System	35,938	4.53	18,668	2.83
Universal Orlando Resort	28,000	3.53	19,000	2.88
Orlando Health	26,397	3.33	-	-
Orange County Public Schools	24,718	3.11	22,347	3.39
Walmart	16,475	2.08	-	-
Lockheed Martin	14,547	1.83	7,000	1.06
University of Central Florida	13,078	1.65	10,854	1.64
Seminole County Public Schools	8,491	1.07	-	-
Orlando International Airport	-	-	18,000	2.73
Orange County Government	8,000	1.01	10,416	1.58
Darden Restaurants Inc.	-	-	6,419	0.97
Consulate Health Care	-	-	5,000	0.76
Total	<u>250,644</u>	31.59	<u>187,704</u>	28.44
Total Employment in Orange County	<u>793,754</u>		<u>660,131</u>	

Source: Top 10 Employers from Orlando Business Journal Book of Lists dated 2023/2024
 2024/2025 not published as of December 2024
 Total Employment in Orange County from State of Florida Labor Market Statistics
 and Bureau of Labor Statistics

ORANGE COUNTY LIBRARY DISTRICT

DISTRICT EMPLOYEES LAST TEN FISCAL YEARS

<u>FISCAL YEAR</u>	<u>FULL TIME EQUIVALENTS</u>
2024	403
2023	359
2022	330
2021	308
2020	325
2019	336
2018	335
2017	328
2016	328
2015	321

Source: Orange County Library District

ORANGE COUNTY LIBRARY DISTRICT

OPERATING INDICATORS LAST TEN FISCAL YEARS

FISCAL YEAR	CIRCULATION	WEBSITE / CATALOG VISITS	CLASS AND PROGRAM ATTENDANCE	COMPUTER SESSIONS
2024	10,432,843	3,560,768	550,776	264,878
2023	9,404,892	3,603,947	446,334	238,704
2022	8,768,928	3,399,015	338,351	192,288
2021	(3) 7,582,572	3,148,278	395,713	(3) 168,708
2020	8,812,904	3,583,662	352,358	236,951
2019	10,369,336	4,095,285	596,269	998,483
2018	10,127,116	(2) 3,929,820	462,956	976,489
2017	11,993,719	4,045,818	560,713	974,512
2016	12,912,258	(1) 4,272,999	413,571	1,098,833
2015	12,787,970	5,029,455	369,805	1,154,547

(1) A decrease in internal visits (traffic originating from within the Library's network) accounts for the decrease in total web visits between 2015 and 2016.

(2) New website statistics software (WebPAC) created the decline from 2017 to 2018.

(3) Declined due to decreased services during COVID19 pandemic.

Source: Orange County Library District

ORANGE COUNTY LIBRARY DISTRICT

SERVICE LOCATION INFORMATION LAST TEN FISCAL YEARS

Location	Status	Square Footage									
		2024	2023	2022	2021	2020	2019	2018	2017	2016	2015
Main	Own	290,000	290,000	290,000	290,000	290,000	290,000	290,000	290,000	290,000	290,000
Alafaya Branch	Own	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
Chickasaw Branch	Own	15,660	15,660	15,660	15,660	15,660	15,660	15,660	15,660	15,660	15,660
Eatonville Branch	Lease	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600	6,600
Fairview Shores Branch	Lease (1)	8,796	8,796	8,796	8,796	8,796	8,796	12,740	12,740	12,740	12,740
Herndon Branch	Lease (2)	-	-	-	-	-	13,160	13,160	13,160	13,160	13,160
Hiawasse Branch	Lease	13,455	13,455	13,455	13,455	13,455	13,455	13,455	13,455	13,455	13,455
North Orange Branch	Own	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
South Creek Branch	Own	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
South Trail Branch	Lease	12,750	12,750	12,750	12,750	12,750	12,750	12,750	12,750	12,750	12,750
Southeast Branch	Lease	13,310	13,310	13,310	13,310	13,310	13,310	13,310	13,310	13,310	13,310
Southwest Branch	Lease	15,553	15,553	15,553	15,553	15,553	15,553	15,553	15,553	15,553	15,553
Washington Park Branch	Lease	5,600	5,600	5,600	5,600	5,600	5,600	5,600	5,600	5,600	5,600
West Oaks Branch	Own	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
Windermere Branch	Lease	6,400	6,400	6,400	6,400	6,400	6,400	6,400	6,400	6,400	6,400
Winter Garden Branch	Own	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000	12,000
TOTAL		448,124	448,124	448,124	448,124	448,124	461,284	465,228	465,228	465,228	465,228

(1) In June 2019, the Edgewater Branch relocated and became the Fairview Shores Branch.

(2) In 2020, the Herndon branch lease was not renewed and terminated. The branch is closed.

Source: Orange County Library District

COMPLIANCE SECTION

Report of Independent Auditor on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

To the Members of the Orange County Library Board of Trustees
Orange County Library District
Orlando, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Orange County Library District (the "District"), a component unit of Orange County, Florida, as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise District's basic financial statements, and have issued our report thereon dated February 5, 2025. We also have audited the financial statements of the internal service fund, presented in the District's basic financial statements, and each of the fiduciary funds of the District, presented as supplementary information in the accompanying financial statements, as of and for the year ended September 30, 2024, and the related notes to the financial statements. Our report included an emphasis paragraph indicating that the governmental activities and the internal service fund beginning net position balance has been restated.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting ("internal control") as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Cherry Bekaert LLP

Orlando, Florida
February 5, 2025

Independent Auditor's Management Letter

To the Members of the Orange County Library Board of Trustees
Orange County Library District
Orlando, Florida

Report of the Financial Statements

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Orange County Library District (the "District"), a component unit of Orange County, Florida, as of and for the year ended September 30, 2024, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated February 5, 2025. We also have audited the financial statements of the internal service fund, presented in the District's basic financial statements, and each of the fiduciary funds of the District, presented as other supplementary information in the accompanying combining financial statements, as of and for the year ended September 30, 2024.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and Chapter 10.550, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Report of Independent Auditor on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards* and our Independent Accountant's Report on Compliance with Local Government Investment Policies regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated February 5, 2025, should be considered in conjunction with this management letter.

Prior Audit Findings

Section 10.554(1)(i)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. No findings or recommendations were made in the preceding annual financial audit report.

Official Title and Legal Authority

Section 10.554(1)(i)4., Rules of the Auditor General, requires that the name or official title and legal authority for the primary government and each component unit of the reporting entity be disclosed in the management letter, unless disclosed in the notes to the financial statements. The District was established by special state legislative act, Chapter 80-555, Laws of Florida, approved by referendum on September 9, 1980, as an independent special district. The original act, as amended, was recodified into Chapter 99-486, Laws of Florida. There are no component units of the District.

Financial Condition and Management

Sections 10.554(1)(i)5.a. and 10.556(7), Rules of the Auditor General, require us to apply appropriate procedures and communicate the results of our determination as to whether or not the District has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and to identify of the specific conditions met. In connection with our audit of the financial statements of the District, the results of our tests did not indicate the District met any of the specified conditions of a financial emergency contained in Section 215.503(1), Florida Statutes.

Pursuant to Sections 10.554(1)(i)5.b. and 10.556(8), Rules of the Auditor General, we applied financial condition assessment procedures for the District. It is management’s responsibility to monitor the District’s financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

Section 10.554(1)(i)2., Rules of the Auditor General, requires that we communicate any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.

Specific Information

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)6., Rules of the Auditor General, the District provided the following information (unaudited):

- a. The total number of District employees compensated in the last pay period of the District’s fiscal year as 462.
- b. The total number of independent contractors to whom nonemployee compensation was paid in the last month of the District’s fiscal year as 1.
- c. All compensation earned by or awarded to employees, whether paid or accrued, regardless of contingency as \$33,498,515.
- d. All compensation earned by or awarded to nonemployee independent contractors, whether paid or accrued, regardless of contingency as \$130,780.
- e. Each construction project with a total cost of at least \$65,000 approved by the District that is scheduled to begin on or after October 1 of the fiscal year being reported, together with the total expenditures for such project as listed below:

Project	Expenditures
Horizons West	\$1,711,330
Main HVAC Controls Upgrade	337,672
Chiller #2 Rebuild	135,678
Main Meeting Rms Refresh	702,200
SW HVAC Unit Replacement	110,120
Main Server Room HVAC Replacement	91,993
Melrose Center Sound Booth	66,269
NO Water Remediation	94,949
Total	\$3,250,211

- f. No budget variance based on the budget adopted under Section 189.016(4), Florida Statutes, before the beginning of the fiscal year being reported, since the District did not amend a final adopted budget under Section 189.016(6), Florida Statutes.

As required by Section 218.39(3)(c), Florida Statutes, and Section 10.554(1)(i)7, Rules of the Auditor General, the District provided the following information (unaudited):

- a. The mileage rate or rates imposed by the District as 0.3748.
- b. The total amount of ad valorem taxes collected by or on behalf of the District as \$68,992,498.
- c. No outstanding bonds issued by the District.

Additional Matters

Section 10.554(1)(i)3., Rules of the Auditor General, requires us to communicate noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance. In connection with our audit, we did not have any such findings.

Purpose of this Letter

The purpose of this management letter is to communicate certain matters prescribed by Chapter 10.550, Rules of the Auditor General. Accordingly, this management letter is not suitable for any other purpose.

Cherry Bekaert LLP

Orlando, Florida
February 5, 2025

Independent Accountant’s Report on Compliance with Local Government Investment Policies

To the Members of the Orange County Library Board of Trustees
Orange County Library District
Orlando, Florida

We have examined the Orange County Library District’s (the “District”) compliance with the local government investment policy requirements of Section 218.415, Florida Statutes, during the year ended September 30, 2024. Management of the District is responsible for the District’s compliance with the specified requirements. Our responsibility is to express an opinion on the District’s compliance with the specified requirements based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the specified requirements referenced above. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgement, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

We are required to be independent and to meet our other ethical responsibilities in accordance with relevant ethical requirements relating to the engagement.

Our examination does not provide a legal determination on the District’s compliance with the specified requirements.

In our opinion, the District complied, in all material respects, with the local investment policy requirements of Section 218.415, Florida Statutes, during the year ended September 30, 2024.

The purpose of this report is to comply with the audit requirements of Section 218.415, Florida Statutes, and Rules of the Auditor General.

Cherry Bekaert LLP

Orlando, Florida
February 5, 2025

**Orange County Library System
Board of Trustees Meeting
February 13, 2025**

**Public Comment:
Non-Agenda Items**